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Header 9

List View

General Information [Contact](#) [Default Values](#) [Discount](#) [Document Information](#) [Clarification Request](#)

Procurement Folder: 2046246

Procurement Type: Central Master Agreement

Vendor ID:

Legal Name: CONCOURSE TECH INC

Alias/DBA:

Total Bid: \$5,649,400.00

Response Date:

Response Time:

Responded By User ID:

First Name:

Last Name:

Email:

Phone:

SO Doc Code: CRFQ

SO Dept: 0803

SO Doc ID: DOT2700000011

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Close Time: 13:30

Status: Closed

Solicitation Description:

Total of Header Attachments: 9

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

State of West Virginia
Solicitation Response

Proc Folder: 2046246
Solicitation Description: AI Utility Mapping (81270011)
Proc Type: Central Master Agreement

Solicitation Closes	Solicitation Response	Version
2026-09-29 13:30	SR 0803 ESR09292600000003309	1

VENDOR
VS0000047275
CONCOURSE TECH INC

Solicitation Number: CRFQ 0803 DOT2700000011
Total Bid: 5649400 Response Date: 2026-09-29 Response Time: 11:47:05
Comments:

FOR INFORMATION CONTACT THE BUYER
John W Estep
304-558-2566
john.w.estep@wv.gov

Vendor Signature X FEIN# DATE

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	Yr 1 Enterprise SaaS Application License (Unlimited Users)				4035400.00

Comm Code	Manufacturer	Specification	Model #
43230000			

Commodity Line Comments: The Annual Software License is \$403,500 per year. It includes every Contract Item: unlimited WVDOT users, standard project processing, advanced QA and engineering validation, dedicated consulting and research hours, onboarding and training sessions, and ongoing maintenance, updates and technical support. The five-year total cost is \$2,017,500.

Extended Description:

AI Utility Mapping
Specifications Reference 3.1

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
2	Yr 1 Standard Project Processing (Up to 200 projects max)	200.00000	EA	0.000000	0.00

Comm Code	Manufacturer	Specification	Model #
43230000			

Commodity Line Comments: The Annual Software License is \$403,500 per year. It includes every Contract Item: unlimited WVDOT users, standard project processing, advanced QA and engineering validation, dedicated consulting and research hours, onboarding and training sessions, and ongoing maintenance, updates and technical support.

Extended Description:

AI Utility Mapping
Specifications Reference 3.1a

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
3	Yr 1 Advanced QA / Engineering Validation	50.00000	EA	0.000000	0.00

Comm Code	Manufacturer	Specification	Model #
43230000			

Commodity Line Comments: The Annual Software License is \$403,500 per year. It includes every Contract Item: unlimited WVDOT users, standard project processing, advanced QA and engineering validation, dedicated consulting and research hours, onboarding and training sessions, and ongoing maintenance, updates and technical support.

Extended Description:

AI Utility Mapping
Specifications Reference 3.1b

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
4	Yr 1 Dedicated Consulting & Research Hours	50.00000	HOURL	0.000000	0.00

Comm Code	Manufacturer	Specification	Model #
43230000			

Commodity Line Comments: The Annual Software License is \$403,500 per year. It includes every Contract Item: unlimited WVDOT users, standard project processing, advanced QA and engineering validation, dedicated consulting and research hours, onboarding and training sessions, and ongoing maintenance, updates and technical support.

Extended Description:

AI Utility Mapping
Specifications Reference 3.2.1

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
5	Yr 1 Onboarding & Training Sessions	10.00000	EA	0.000000	0.00

Comm Code	Manufacturer	Specification	Model #
43232502			

Commodity Line Comments: The Annual Software License is \$403,500 per year. It includes every Contract Item: unlimited WVDOT users, standard project processing, advanced QA and engineering validation, dedicated consulting and research hours, onboarding and training sessions, and ongoing maintenance, updates and technical support.

Extended Description:
AI Utility Mapping
Specifications Reference 3.2.2

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
6	Yr 2 Enterprise SaaS Application License (Unlimited Users)				403500.00

Comm Code	Manufacturer	Specification	Model #
43230000			

Commodity Line Comments: The Annual Software License is \$403,500 per year. It includes every Contract Item: unlimited WVDOT users, standard project processing, advanced QA and engineering validation, dedicated consulting and research hours, onboarding and training sessions, and ongoing maintenance, updates and technical support.

Extended Description:
AI Utility Mapping
Specifications Reference 3.1
Optional Renewal Year 2

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
7	Yr 2 Standard Project Processing	200.00000	EA	0.000000	0.00

Comm Code	Manufacturer	Specification	Model #
43230000			

Commodity Line Comments: The Annual Software License is \$403,500 per year. It includes every Contract Item: unlimited WVDOT users, standard project processing, advanced QA and engineering validation, dedicated consulting and research hours, onboarding and training sessions, and ongoing maintenance, updates and technical support.

Extended Description:
AI Utility Mapping
Specifications Reference 3.1a
Optional Renewal Year 2

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
8	Yr 2 Advanced QA / Engineering Validation	50.00000	EA	0.000000	0.00

Comm Code	Manufacturer	Specification	Model #
43230000			

Commodity Line Comments: The Annual Software License is \$403,500 per year. It includes every Contract Item: unlimited WVDOT users, standard project processing, advanced QA and engineering validation, dedicated consulting and research hours, onboarding and training sessions, and ongoing maintenance, updates and technical support.

Extended Description:
AI Utility Mapping
Specifications Reference 3.1b
Optional Renewal Year 2

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
9	Yr 2 Dedicated Consulting & Research Hours	50.00000	HOURL	0.000000	0.00

Comm Code	Manufacturer	Specification	Model #
43230000			

Commodity Line Comments: The Annual Software License is \$403,500 per year. It includes every Contract Item: unlimited WVDOT users, standard project processing, advanced QA and engineering validation, dedicated consulting and research hours, onboarding and training sessions, and ongoing maintenance, updates and technical support.

Extended Description:
AI Utility Mapping
Specifications Reference 3.2.1
Optional Renewal Year 2

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
10	Yr 2 Onboarding & Training Sessions	10.00000	EA	0.000000	0.00

Comm Code	Manufacturer	Specification	Model #
43232502			

Commodity Line Comments: The Annual Software License is \$403,500 per year. It includes every Contract Item: unlimited WVDOT users, standard project processing, advanced QA and engineering validation, dedicated consulting and research hours, onboarding and training sessions, and ongoing maintenance, updates and technical support.

Extended Description:
AI Utility Mapping
Specifications Reference 3.2.2
Optional Renewal Year 2

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
11	Yr 3 Enterprise SaaS Application License (Unlimited Users)				403500.00

Comm Code	Manufacturer	Specification	Model #
43230000			

Commodity Line Comments: The Annual Software License is \$403,500 per year. It includes every Contract Item: unlimited WVDOT users, standard project processing, advanced QA and engineering validation, dedicated consulting and research hours, onboarding and training sessions, and ongoing maintenance, updates and technical support.

Extended Description:
AI Utility Mapping
Specifications Reference 3.1
Optional Renewal Year 3

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
12	Yr 3 Standard Project Processing (Up to 200 projects max)	200.00000	EA	0.000000	0.00

Comm Code	Manufacturer	Specification	Model #
43230000			

Commodity Line Comments: The Annual Software License is \$403,500 per year. It includes every Contract Item: unlimited WVDOT users, standard project processing, advanced QA and engineering validation, dedicated consulting and research hours, onboarding and training sessions, and ongoing maintenance, updates and technical support.

Extended Description:

AI Utility Mapping
Specifications Reference 3.1a
Optional Renewal Year 3

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
13	Yr 3 Advanced QA / Engineering Validation - max 50 proj	50.00000	EA	0.000000	0.00

Comm Code	Manufacturer	Specification	Model #
43230000			

Commodity Line Comments: The Annual Software License is \$403,500 per year. It includes every Contract Item: unlimited WVDOT users, standard project processing, advanced QA and engineering validation, dedicated consulting and research hours, onboarding and training sessions, and ongoing maintenance, updates and technical support.

Extended Description:

AI Utility Mapping
Specifications Reference 3.1b
Optional Renewal Year 3

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
14	Yr 3 Dedicated Consulting & Research Hours	50.00000	HOURL	0.000000	0.00

Comm Code	Manufacturer	Specification	Model #
43230000			

Commodity Line Comments: The Annual Software License is \$403,500 per year. It includes every Contract Item: unlimited WVDOT users, standard project processing, advanced QA and engineering validation, dedicated consulting and research hours, onboarding and training sessions, and ongoing maintenance, updates and technical support.

Extended Description:

AI Utility Mapping
Specifications Reference 3.2.1
Optional Renewal Year 3

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
15	Yr 3 Onboarding & Training Sessions	10.00000	EA	0.000000	0.00

Comm Code	Manufacturer	Specification	Model #
43232502			

Commodity Line Comments: The Annual Software License is \$403,500 per year. It includes every Contract Item: unlimited WVDOT users, standard project processing, advanced QA and engineering validation, dedicated consulting and research hours, onboarding and training sessions, and ongoing maintenance, updates and technical support.

Extended Description:

AI Utility Mapping
Specifications Reference 3.2.2
Optional Renewal Year 3

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
16	Yr 4 Enterprise SaaS Application License (Unlimited Users)				403500.00

Comm Code	Manufacturer	Specification	Model #
43230000			

Commodity Line Comments: The Annual Software License is \$403,500 per year. It includes every Contract Item: unlimited WVDOT users, standard project processing, advanced QA and engineering validation, dedicated consulting and research hours, onboarding and training sessions, and ongoing maintenance, updates and technical support.

Extended Description:

AI Utility Mapping
Specifications Reference 3.1
Optional Renewal Year 4

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
17	Yr 4 Standard Project Processing (Up to 200 projects max)	200.00000	EA	0.000000	0.00

Comm Code	Manufacturer	Specification	Model #
43230000			

Commodity Line Comments: The Annual Software License is \$403,500 per year. It includes every Contract Item: unlimited WVDOT users, standard project processing, advanced QA and engineering validation, dedicated consulting and research hours, onboarding and training sessions, and ongoing maintenance, updates and technical support.

Extended Description:

AI Utility Mapping
Specifications Reference 3.1a
Optional Renewal Year 4

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
18	Yr 4 Advanced QA / Engineering Validation - max 50 proj	50.00000	EA	0.000000	0.00

Comm Code	Manufacturer	Specification	Model #
43230000			

Commodity Line Comments: The Annual Software License is \$403,500 per year. It includes every Contract Item: unlimited WVDOT users, standard project processing, advanced QA and engineering validation, dedicated consulting and research hours, onboarding and training sessions, and ongoing maintenance, updates and technical support.

Extended Description:

AI Utility Mapping
Specifications Reference 3.1b
Optional Renewal Year 4

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
19	Yr 4 Dedicated Consulting & Research Hours	0.00000	HOUR	0.000000	0.00

Comm Code	Manufacturer	Specification	Model #
43230000			

Commodity Line Comments: The Annual Software License is \$403,500 per year. It includes every Contract Item: unlimited WVDOT users, standard project processing, advanced QA and engineering validation, dedicated consulting and research hours, onboarding and training sessions, and ongoing maintenance, updates and technical support.

Extended Description:

AI Utility Mapping
Specifications Reference 3.2.1
Optional Renewal Year 4

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
20	Yr 4 Onboarding & Training Sessions	10.00000	EA	0.000000	0.00

Comm Code	Manufacturer	Specification	Model #
43232502			

Commodity Line Comments: The Annual Software License is \$403,500 per year. It includes every Contract Item: unlimited WVDOT users, standard project processing, advanced QA and engineering validation, dedicated consulting and research hours, onboarding and training sessions, and ongoing maintenance, updates and technical support.

Extended Description:
 AI Utility Mapping
 Specifications Reference 3.2.2
 Optional Renewal Year 4

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
21	Yr 5 Enterprise SaaS Application License (Unlimited Users)				403500.00

Comm Code	Manufacturer	Specification	Model #
43230000			

Commodity Line Comments: The Annual Software License is \$403,500 per year. It includes every Contract Item: unlimited WVDOT users, standard project processing, advanced QA and engineering validation, dedicated consulting and research hours, onboarding and training sessions, and ongoing maintenance, updates and technical support.

Extended Description:
 AI Utility Mapping
 Specifications Reference 3.1
 Optional Renewal Year 5

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
22	Yr 5 Standard Project Processing (Up to 200 projects max)	200.00000	EA	0.000000	0.00

Comm Code	Manufacturer	Specification	Model #
43230000			

Commodity Line Comments: The Annual Software License is \$403,500 per year. It includes every Contract Item: unlimited WVDOT users, standard project processing, advanced QA and engineering validation, dedicated consulting and research hours, onboarding and training sessions, and ongoing maintenance, updates and technical support.

Extended Description:
 AI Utility Mapping
 Specifications Reference 3.1a
 Optional Renewal Year 5

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
23	Yr 5 Advanced QA / Engineering Validation - max 50 proj	50.00000	EA	0.000000	0.00

Comm Code	Manufacturer	Specification	Model #
43230000			

Commodity Line Comments: The Annual Software License is \$403,500 per year. It includes every Contract Item: unlimited WVDOT users, standard project processing, advanced QA and engineering validation, dedicated consulting and research hours, onboarding and training sessions, and ongoing maintenance, updates and technical support.

Extended Description:
AI Utility Mapping
Specifications Reference 3.1b
Optional Renewal Year 5

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
24	Yr 5 Dedicated Consulting & Research Hours	50.00000	HOUR	0.000000	0.00

Comm Code	Manufacturer	Specification	Model #
43230000			

Commodity Line Comments: The Annual Software License is \$403,500 per year. It includes every Contract Item: unlimited WVDOT users, standard project processing, advanced QA and engineering validation, dedicated consulting and research hours, onboarding and training sessions, and ongoing maintenance, updates and technical support.

Extended Description:
AI Utility Mapping
Specifications Reference 3.2.1
Optional Renewal Year 5

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
25	Yr 5 Onboarding & Training Sessions	10.00000	EA	0.000000	0.00

Comm Code	Manufacturer	Specification	Model #
43232502			

Commodity Line Comments: The Annual Software License is \$403,500 per year. It includes every Contract Item: unlimited WVDOT users, standard project processing, advanced QA and engineering validation, dedicated consulting and research hours, onboarding and training sessions, and ongoing maintenance, updates and technical support.

Extended Description:
AI Utility Mapping
Specifications Reference 3.2.2
Optional Renewal Year 5



AI Utility Mapping Pilot Program

WEST VIRGINIA DEPARTMENT OF TRANSPORTATION · CRFQ 0803 DOT2700000011

PROJECT	CLIENT	PREPARED BY	DATE
AI Utility Mapping Pilot Program	West Virginia Department of Transpo...	Concourse Tech Inc.	August 2026

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August 2026

Dear Evaluation Committee,

We are pleased to submit this proposal on behalf of Concourse Tech Inc. Thank you for the opportunity to be considered by West Virginia Department of Transportation.

We understand that WVDOT designs and delivers projects across 38,844 miles of roadway and 7,282 bridges, where unknown underground utilities remain one of the most common causes of construction delay and cost growth. This response outlines an enterprise SaaS platform that supports AI-assisted utility mapping in the early design phase, with outputs classified against the ASCE 38-22 Quality Levels required in your specifications.

Concourse hosts on FedRAMP-authorized AWS infrastructure with AWS GovCloud available and in current use, is SOC 2 Type II certified and TX-RAMP Level 1 certified, and will execute the WV Office of Technology Cloud/SaaS Procurement Addendum as written. Our platform is API-first with a multi-protocol integration engine (REST, OGC/WFS, SFTP, and Concourse Bridge for on-premises systems), so it can align cleanly with WVDOT's enterprise GIS, Deighton dTIMS, and Bentley AssetWise environments as configured during discovery.

Our awarded statewide GRC platform with the West Virginia Office of Technology, whose security standards this solicitation directly incorporates, and our statewide data platform with the West Virginia Department of Tourism give us working familiarity with West Virginia's cloud, security, and data-integration environment. We look forward to partnering with WVDOT on this pilot and, per Section 5.1, activating unlimited-user platform access within 72 hours of delivery order confirmation.

Sincerely,

A handwritten signature in dark blue ink that reads "Thomas Smyth". The signature is fluid and cursive, with a long, sweeping underline that extends to the right.

Thomas SmythA

Chief Executive Officer, Concourse Tech Inc.

Executive Summary

The West Virginia Department of Transportation is initiating a pilot to test whether AI-assisted utility mapping can improve design-phase efficiency and reduce downstream construction risk across a network of 38,844 roadway miles and 7,282 bridges. Concourse's response provides a cloud-based, enterprise SaaS platform with unlimited WVDOT users, capacity for up to 200 design projects per contract year, advanced QA/engineering validation for up to 50 designated projects, dedicated consulting and research hours, and comprehensive onboarding and training — all delivered under the WVOT Cloud/SaaS Procurement Addendum and aligned to the ASCE 38-22 Quality Levels required in Section 2.1.6.

Our platform runs on FedRAMP-authorized AWS infrastructure in U.S. regions, uses TLS 1.2+ in transit and AES-256 at rest, and supports third-party MFA integration with WVDOT's identity provider. WVDOT data, GIS layers, and infrastructure information remain the exclusive property of the State, are stored solely in U.S. data centers, and are contractually excluded from any use to train, fine-tune, or refine commercial or third-party AI models — matching Section 2.3.5 verbatim.

Concourse is a public-sector technology company with awarded statewide engagements in West Virginia, including a governance, risk, and compliance platform with the WV Office of Technology and a statewide data platform with the WV Department of Tourism. That local footprint, combined with our AI advisory work for the State of Oklahoma and our GIS-enabled infrastructure deployments, positions us to activate the platform within 72 hours of delivery order confirmation and stand up production operations for WVDOT designers on a 14-week schedule.

Key Highlights

- **Coverage** Enterprise SaaS with unlimited WVDOT users, no per-seat fees, capacity for up to 200 design projects per year
- **Standards** AI mapping outputs labeled against ASCE 38-22 Quality Levels; not a substitute for required physical field verification
- **Security** WVOT Cloud/SaaS Addendum execution; SOC 2 Type II certified; TX-RAMP Level 1 certified; TLS 1.2+ / AES-256; U.S. data centers only

- **Data Sovereignty** WVDOT infrastructure, GIS, and project data remain exclusive state property; never used to train third-party AI models
- **Activation** Platform access and admin credentials within 72 hours of delivery order (Section 5.1)
- **Implementation** 14-week structured deployment, then annual operations, quarterly reporting, and dedicated consulting hours

Understanding Requirements

WVDOT's Division of Highways maintains one of the largest state road networks in the country - 38,844 miles of public roadway and 7,282 bridges - supported by a workforce of more than 5,194 people. The Enterprise GIS program, ESRI Roads and Highways inventory, Deighton dTIMS pavement and bridge management systems, and Bentley AssetWise Bridge Inspection System already carry a significant portion of WVDOT's asset intelligence. This pilot addresses a specific gap: designers frequently lack reliable, early-phase visibility into underground and above-ground utilities within a project corridor, and that gap is a leading cause of change orders, delays, and construction risk.

Beyond the technical spec: Agencies running utility-mapping programs at this scale commonly tell us that the hard problems are not the AI models themselves - they are project intake at scale, disciplined ASCE 38-22 quality-level labeling, integration with the enterprise GIS and record systems already in production, and giving designers a usable tool that fits into their existing early-design workflow. Our reading of the CRFQ reflects each of these realities.

- | | |
|---|--|
| <ul style="list-style-type: none"> ● ASCE 38-22 Quality Level Discipline Every AI-derived utility feature must carry an explicit quality-level indication (QLA-D). The platform labels outputs at ingest, records the source basis for the level assigned, and reinforces in the UI that the system is a decision-support tool and does not replace required physical field verification. | <ul style="list-style-type: none"> ● Statewide Project Intake at Volume Processing up to 200 design projects and up to 50 advanced QA validations per contract year requires a project intake workflow, prioritization, and a review queue that WVDOT staff and consultants can operate consistently across districts. |
|---|--|

- **Enterprise GIS Alignment** Outputs must land where WVDOT designers already work: your ArcGIS REST services, Roads and Highways inventory, and open data portal. The platform reads and writes standard GIS formats and supports OGC/WFS streaming for near real-time interaction with the enterprise GIS environment.
- **WV AI Policy Compliance** WVDOT infrastructure, GIS, and project data are the exclusive property of the State. The platform is architected so that WVDOT data is never used to train, fine-tune, or refine commercial or third-party AI models, and the platform's use of AI is documented, transparent, and configurable.
- **Browser-Only, Unlimited Users** The platform is delivered as SaaS accessible via standard web browsers, with no unauthorized third-party desktop software or plug-ins required and no per-user seat licensing fees. Every WVDOT user who needs access can have it.
- **WVOT Security Standards** All project data, GIS layers, and infrastructure information must be protected in accordance with WVOT security standards. This response executes the WVOT Cloud/SaaS Procurement Addendum without exception, provides the CSA STAR self-assessment prior to award, and supports 24-hour incident reporting to the WVOT Incident Reporting System.
- **Designer Adoption** Ten onboarding and training sessions per contract year, delivered virtually and recorded, are structured for designers, utility coordinators, and QA reviewers rather than as generic product tours. Dedicated consulting and research hours support WVDOT's own evaluation of platform efficiency, accuracy, and cost-effectiveness.
- **Data Sovereignty and Return** On termination, project data is returned in an orderly, mutually agreed format, then securely destroyed using NIST-approved methods with a certificate of destruction. During the term, WVDOT retains the right to import, export, or dispose of its data at its discretion.

Proposed Solution A

Concourse proposes a cloud-based, browser-accessible SaaS platform that supports AI-assisted mapping of underground and above-ground utilities across WVDOT design projects statewide. The platform ingests utility records, GIS layers, and public source data provided or authorized by WVDOT, applies AI models to synthesize a composite utility picture within a defined project corridor, and returns outputs labeled against the ASCE 38-22 Quality Levels so that designers understand the confidence associated with each feature. The platform is a decision-support tool intended to accelerate early-design utility identification; it does not replace required physical field verification.

The subscription is enterprise-wide with unlimited WVDOT users at no additional per-seat cost, and its capacity is sized to the CRFQ's stated ceiling of up to 200 standard project processings and up to 50 advanced QA/engineering validations per contract year. All ongoing software maintenance, updates, and technical support are provided for the full pilot term at no additional cost, consistent with Specification 2.2.1.1.

Core Capabilities A

- **AI-Assisted Utility Mapping** Composite utility mapping across a designated project corridor, drawing on records, GIS layers, and other data sources WVDOT provides or authorizes. Every output feature is tagged with its ASCE 38-22 Quality Level and its source basis.
- **Project Intake Workflow** Structured intake and prioritization for up to 200 design projects per contract year. Each project has a defined corridor, requesting district or division, priority, and status through the mapping workflow.

- **Advanced QA/Engineering Validation**

Higher-level validation workflow for up to 50 designated projects per contract year, requested by WVDOT. QA outputs include reviewer notes, quality-level justification, and a validated deliverable for design use.

- **Reporting and Analytics** Project-level and portfolio-level reporting for WVDOT program management, including quarterly reports and annual summaries per Specification 7.3 and ad-hoc reports on request per General Terms 39.

- **Dedicated Consulting and Research** Fifty dedicated consulting and research hours per contract year supporting WVDOT's evaluation of platform efficiency, data accuracy, and cost-effectiveness in the early design phase.

- **GIS and CAD Interoperability** Reads and writes standard GIS formats (ESRI shapefile, geodatabase, GeoJSON, KML/KMZ), supports OGC/WFS streaming for near real-time integration with WVDOT enterprise GIS, and exports geometry usable in downstream CAD workflows. Specific output formats will be confirmed during discovery.

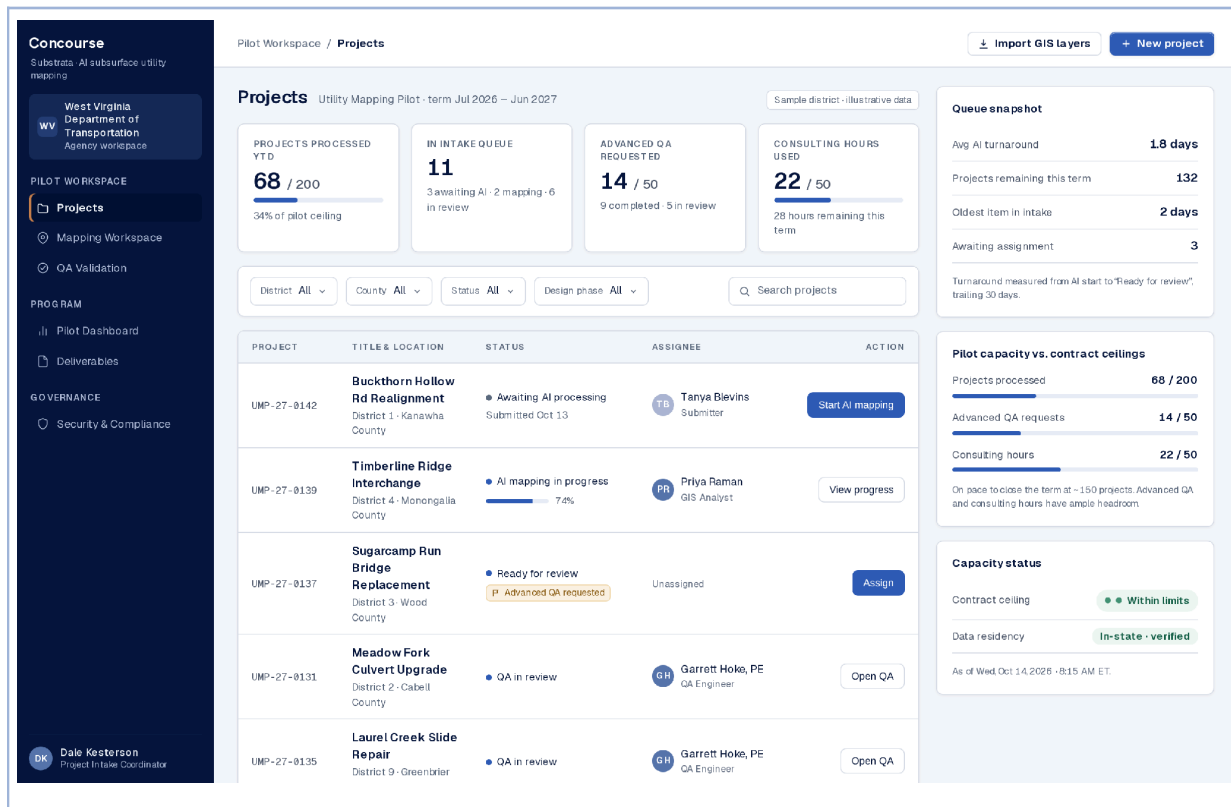
- **Role-Based Access and SSO** Third-party MFA integration with WVDOT's identity provider, role-based access control, and detailed access logs in CSV format including successful/failed attempts, IP address, and user access history.

- **Onboarding and Training** Ten onboarding and training sessions per contract year, delivered virtually and recorded, structured by role (designers, utility coordinators, QA reviewers, program managers).

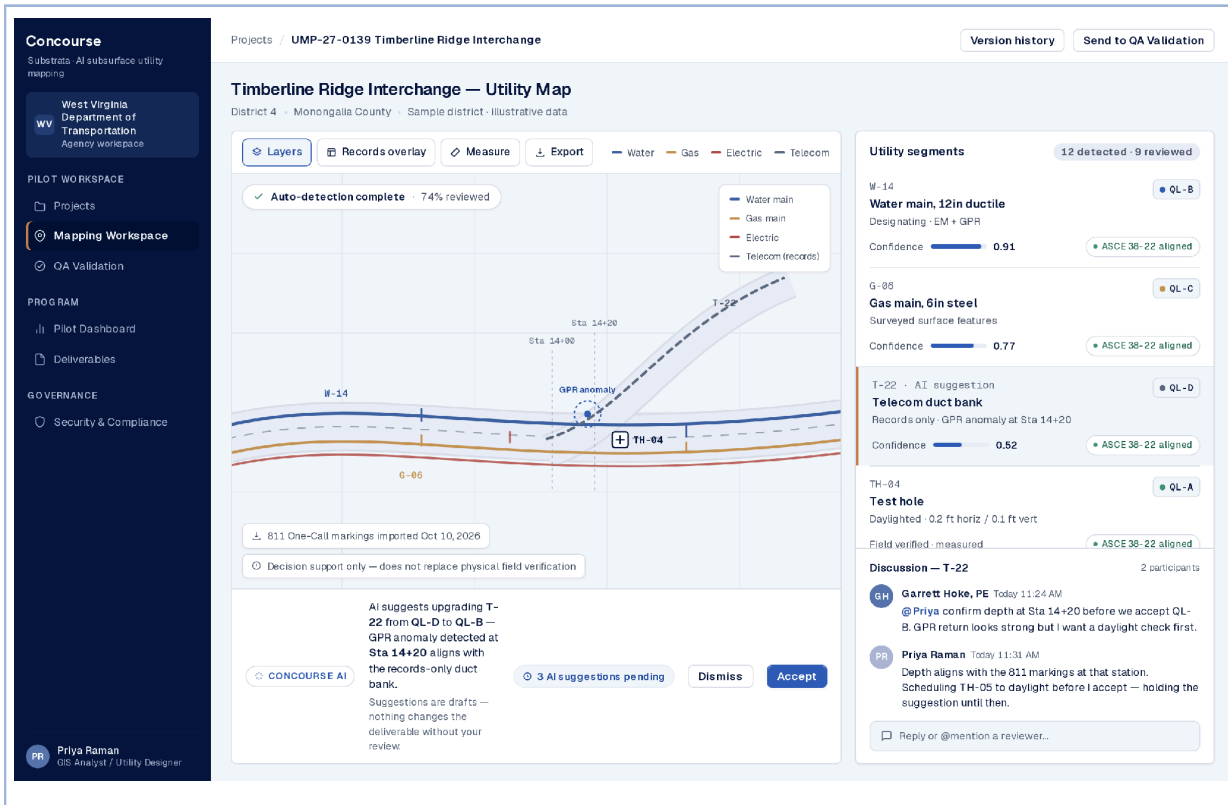
Your Platform, Illustrated

A concept preview of how a Concourse-built platform could look for this engagement.

The screens below are illustrative concept mockups created for this proposal to show how Concourse would tailor a platform to your requirements.



ILLUSTRATIVE Projects – Illustrative intake queue for the WVDOT AI Utility Mapping pilot: every design project triaged, assigned, and tracked toward its 200-project annual limit in one place.



ILLUSTRATIVE Timberline Ridge Interchange - Utility Map - Illustrative AI mapping workspace: underground and above-ground utilities auto-detected, every segment labeled to its ASCE 38-22 Quality Level, with AI reclassification suggestions a designer accepts or dismisses in flight.

Concourse

Substrate: AI subsurface utility mapping

West Virginia Department of Transportation Agency workspace

PILOT WORKSPACE

Projects

Mapping Workspace

QA Validation

PROGRAM

Pilot Dashboard

Deliverables

GOVERNANCE

Security & Compliance

Garrett Hoke, PE

QA / Validation Engineer

QA Validation / UMP-27-0137

Reviewed by Garrett Hoke, PE · Oct 14, 2026 · 11:26 AM In review View mapping workspace

Advanced QA — Sugarcamp Run Bridge Replacement

Advanced QA request

10 of 14 designated projects

District 3 · Wood County · UMP-27-0137 · Sample district · Illustrative data

ASCE 38-22 validation checklist

Standard: Guideline for Investigating and Documenting Existing Utilities

2 flags open

Records research documented

14 utility owner records reconciled - one-call ticket on file

Pass

Designating methods (EM/GPR) documented

Electromagnetic locate + ground-penetrating radar logs attached per pass

Pass

Achieved QL justified per segment

Segments G-11 and S-14 need engineer adjudication before sign-off

2 flags

Deliverable labeling consistent

CAD layer names + QL annotations match legend across 27 segments

Pass

Quality-level decisions

AI-assigned QL vs. QA-validated QL · engineer decision required on flagged segments

Wed, Oct 14 · re-run 09:40 AM

SEGMENT	AI QL · VALIDATED	DECISION
E-01 Water main · 12" DI	QL-C · QL-C	Confirm
W-03 Sanitary force main	QL-B · QL-B	Confirm
G-11 Gas distribution · 4" steel	QL-B · QL-D No geophysical evidence on record	Downgrade
S-14 Electric primary · duct	QL-C · QL-B GPR return confirmed on second pass	Upgrade

Showing 4 of 27 segments · QLs per ASCE 38-22 2 flagged · 2 confirmed on this page

Garrett Hoke, PE

QA / Validation Engineer · WV license PE-048217

In review

SEGMENTS FLAGGED

2 / 27

1 downgrade · 1 upgrade

AI CONCURRENCE

93%

25 of 27 segments confirmed

Field verification reminder.

Quality levels are a professional opinion of subsurface data reliability — physical field verification is still required before design commits or excavation.

Program lead note

Marlene Coffindaffer

Utility Mapping Program Lead

Yesterday · 4:12 PM

Confirm the G-11 downgrade before we issue the report — that segment feeds directly into the bridge pier footprint. Everything else looks clean to me.

Decision

Resolve the 2 open flags to enable report generation.

Return to designer

Approve QA package

Generate Utility Report

Report is drafted from the validated QLs — nothing issues without your sign-off.

ILLUSTRATIVE Advanced QA - Sugarcamp Run Bridge Replacement – Illustrative advanced QA engineering validation review (one of 14 designated projects): every AI-assigned Quality Level checked against ASCE 38-22 before a PE signs off.

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Concourse

CONFIDENTIAL

Technical ApproachA

Platform ArchitectureA

The platform is a multi-tenant SaaS application accessible via standard web browsers with no unauthorized third-party desktop software or plug-ins required. Concourse hosts on FedRAMP-authorized AWS infrastructure in U.S. commercial regions (FedRAMP Moderate at the IaaS level for services in scope), with AWS GovCloud available and in current use for workloads that require it. All storage of WVDOT data at rest is located solely in U.S. data centers, consistent with SaaS Addendum Section 3(i).

Integration and InteroperabilityA

- API-first architecture with REST APIs for programmatic access and OGC/WFS support for near real-time interaction with WVDOT's ArcGIS REST services and enterprise GIS environment
- Multi-protocol integration engine supporting REST, OGC/WFS, SFTP, and Concourse Bridge for on-premises systems where required
- Standard GIS formats supported for import and export (shapefile, geodatabase, GeoJSON, KML/KMZ)
- Web services used exclusively to interface with WVDOT data in near real time where possible, per SaaS Addendum Section 22
- Specific integrations with Deighton dTIMS, Bentley AssetWise, and other WVDOT enterprise systems will be scoped and confirmed during discovery based on WVDOT's available API methods and data access

AI Approach and AI Policy ComplianceA

- AI-assisted functionality is deployed only in workflows WVDOT has explicitly approved; Concourse is transparent about where and how AI is used in the product

- WVDOT infrastructure, GIS, and project data remain the exclusive property of the State and are never used to train, fine-tune, or refine any commercial or third-party AI model - matching Specification 2.3.5
- Concourse will comply with all current West Virginia state AI policies and any upcoming state AI policies enacted during the life of the contract; policy updates will be reviewed and reflected in platform configuration and controls
- Every AI-derived output carries an explicit ASCE 38-22 Quality Level indication and a source basis, reinforcing that the platform is a decision-support tool that does not replace required physical field verification

SecurityAndDataProtectionA

- **Certifications** SOC 2 Type II certified; TX-RAMP Level 1 certified; annual SOC 2 audit report or approved equivalent provided in redacted form on request per SaaS Addendum Section 12
- **Encryption** All personal data and non-public data encrypted at rest (AES-256) and in transit (TLS 1.2+); operates within NIST / FIPS 140-3 contexts
- **Access Logging** CSV-format access logs including successful and failed attempts, IP addresses, access history, and security logs for WVDOT accounts and files per SaaS Addendum Section 10
- **Subcontractors** Any subcontractor receiving personal or non-public data is bound to the same restrictions and terms per SaaS Addendum Section 18
- **CSA STAR** Cloud Security Alliance STAR Self-Assessment (Consensus Assessments Initiative Questionnaire) submitted prior to contract award and annually thereafter per SaaS Addendum Section 11
- **Identity** Third-party MFA integration with WVDOT's identity provider per SaaS Addendum Section 3(c)
- **Personnel** Criminal background checks conducted in compliance with W.Va. Code §15-2D-3; separation of duties enforced; NDAs required; least-privilege access maintained per SaaS Addendum Section 15
- **Data Sovereignty** WVDOT owns all right, title, and interest in its data; no vendor use of data outside contract scope per SaaS Addendum Sections 2 and 3(g)-(h)

Incident and Breach Response

- Confirmed security incidents reported to the designated WVDOT department privacy officer, the WVOT Online Computer Security and Privacy Incident Reporting System, and the contract administration point of contact within 24 hours of Concourse becoming aware, per SaaS Addendum Section 4(b)
- Data breach discovery reported immediately to the same parties, with the 72-hour information package (date of discovery, data elements, unauthorized-persons description, transmission details, probable causes) per SaaS Addendum Section 5(c)
- Named 24x7 primary security contact provided in Appendix A upon award per SaaS Addendum Section 5(a)
- Full cooperation with WVDOT-led investigation, remediation, and documentation of responsive actions

Operational Commitments

- Platform access, administrative credentials, and full unlimited-user subscription activation within 72 hours of delivery order confirmation, with confirmation emails to dottechpurchasing@wv.gov and dotsupport@wv.gov (Specification 5.1)
- 30 days advance notice to WVDOT of any upgrades that may impact service availability or performance per SaaS Addendum Section 13
- Business continuity and disaster recovery plan executive summary provided upon request per SaaS Addendum Section 20
- Accessibility conformance target: Section 508 and WCAG 2.2 AA; ACR/VPAT available on request
- Orderly return of WVDOT data on termination in a mutually agreed format, followed by secure destruction using NIST-approved methods and a certificate of destruction per SaaS Addendum Sections 7(a) and 7(e)
- Named primary Contract Manager available during normal business hours per Specification 7.5

Compliance with the WVOTC Cloud/SaaS Procurement Addendum A

Concourse will sign and adhere to the West Virginia Office of Technology Cloud/SaaS Procurement Addendum as required by Specification 2.3.3. The table below summarizes how the proposed solution maps to each of the addendum's principal obligations.

ADDENDUM REQUIREMENT	CONCOURSE RESPONSE
Data ownership (§2)	WVDOT owns all right, title, and interest in its data; Concourse accesses data only for permitted operational, support, and contractually required reasons.
Administrative, technical, and physical safeguards (§3(a))	SOC 2 Type II and TX-RAMP Level 1 controls, aligned to NIST SP 800-53 Rev. 5 control families; safeguards survive contract termination.
Privacy and data protection laws (§3(b))	Concourse's collection, use, storage, and disposal of data comply with applicable federal and state privacy and data protection laws.
Third-party MFA (§3(c))	MFA integration with WVDOT's identity provider (SAML/OIDC) supported.
Encryption at rest and in transit (§3(e)-(f), §23)	AES-256 at rest; TLS 1.2+ in transit; operates within NIST / FIPS 140-3 contexts.
U.S. data centers (§3(i))	All WVDOT data at rest stored solely in U.S. data centers on AWS.

ADDENDUM REQUIREMENT	CONCOURSE RESPONSE
Incident reporting within 24 hours (§4(b))	Confirmed incidents reported to the department privacy officer, WVOT Reporting System, and contract POC within 24 hours.
72-hour breach information (§5(c))	Full 72-hour information package delivered to WVDOT.
Primary 24x7 security contact (§5(a))	Named security contact provided in Appendix A upon award.
Access logs in CSV (§10)	CSV logs of user access, IP, history, and security events.
CSA STAR self-assessment (§11)	CAIQ submitted prior to award and annually thereafter.
Annual data center audit (§12)	SOC 2 Type II report or approved equivalent provided in redacted form upon request.
30-day change control notice (§13)	Advance notice for upgrades that may impact availability or performance.
Background checks (§8)	Criminal background checks in compliance with W.Va. Code §15-2D-3.
Separation of duties, NDAs, least privilege (§15)	Enforced across the delivery team.
Subcontractor compliance (§18)	Subcontractors bound to the same restrictions.
Section 508 accessibility (§21)	Accessibility conformance target: Section 508 and WCAG 2.2 AA; ACR/VPAT on request.

ADDENDUM REQUIREMENT	CONCOURSE RESPONSE
Near-real-time web services (§22)	REST APIs and OGC/WFS support for near real-time GIS interaction.
Data return and destruction (§7)	Orderly return in mutually agreed format; NIST-approved destruction; certificate of destruction provided.
Business continuity and DR (§20)	BCDR plan executive summary available on request.

Timeline and Milestones

Concourse proposes a 14-week structured implementation from delivery order confirmation to full statewide production. Platform access, administrative credentials, and the unlimited-user subscription are activated within 72 hours of delivery order confirmation per Specification 5.1, with the balance of the schedule focused on secure integration, ASCE 38-22 quality-level validation on an initial project set, all ten onboarding and training sessions, QA-validation workflow ramp, and hypercare.

PHASE	WEEKS	KEY DELIVERABLES
Platform Activation & Kickoff	1	Platform access, admin credentials, and unlimited-user subscription activated within 72 hours; kickoff with WVDOT stakeholders; SaaS Addendum Appendix A contacts confirmed; CSA STAR self-assessment submitted

PHASE	WEEKS	KEY DELIVERABLES
Discovery & Configuration	2-4	Statewide coverage configuration; priority corridor identification; WVOT security standards alignment; Section 508 / WCAG 2.2 AA verification; project intake workflow configured for up to 200 design projects
Data Integration & GIS Alignment	5-9	Integration with WVDOT enterprise GIS layers; secure record ingestion (no commingling); export configuration for utility-company and third-party sharing; ASCE 38-22 quality-level labeling validated on initial project set; first standard project processings delivered
Training & QA Validation Ramp	10-12	All 10 onboarding and training sessions scheduled and delivered (virtual and recorded); advanced QA / engineering validation workflow demonstrated on WVDOT-designated projects; quarterly reporting format established per Section 7.3
Full Production & Hypercare	13-14	Statewide production operations across active design projects; dedicated consulting and research hours program initiated; 30-day hypercare and adoption review

Notes on the Schedule

- Kickoff date and all downstream milestones are contingent on Concourse receiving required data access, system credentials, and stakeholder availability from the West Virginia Department of Transportation. The implementation timeline is subject to change based on project scope adjustments; all timelines will be confirmed during contracting.
- Concourse expects to invoice upon the conclusion of the scheduled implementation period. If implementation is extended due to delays on the part of the Customer, Concourse reserves the right to invoice and receive payment at the end of the originally scheduled implementation period.

Risks and Mitigation

RISK	LIKELIHOOD	MITIGATION STRATEGY
Source utility records vary in completeness and format across districts	High	Discovery phase inventories available source data by district; project intake tags each project's underlying data confidence; ASCE 38-22 quality-level labeling on every output makes limitations explicit to designers
Integration complexity with enterprise GIS, dTIMS, AssetWise, and record systems	Medium	Named integration lead; incremental integration with checkpoint reviews at Weeks 5, 7, and 9; API-first and multi-protocol design (REST, OGC/WFS, SFTP, Concourse Bridge) to fit WVDOT's available methods

RISK	LIKELIHOOD	MITIGATION STRATEGY
Designer adoption and change management across districts	Medium	Role-based training (designers, utility coordinators, QA reviewers, program managers) across all 10 sessions; recorded sessions for on-demand access; dedicated consulting hours available for district-level questions during the pilot
Advanced QA/engineering validation queue overloads early in the pilot	Medium	Structured intake and prioritization for the 50-project QA envelope; WVDOT designates priority; SLAs and workflow demonstrated in Weeks 10-12 before full production
Evolving WV AI policy during the contract term	Medium	Concourse monitors WV Technology AI policy updates and adjusts platform configuration and controls as required; policy changes reviewed with WVDOT and documented
Unexpected data volumes exceed pilot capacity	Low	Open-end contract structure accommodates variability; auto-scaling AWS infrastructure supports load; WVDOT retains oversight of project prioritization

Assumptions and Dependencies

- Kickoff date and all downstream milestones are contingent on Concourse receiving required data access, system credentials, and stakeholder availability from the West Virginia Department of Transportation. The implementation timeline is subject to change based on project scope adjustments; all timelines will be confirmed during contracting.

- WVDOT will designate a primary point of contact for the pilot and identify the department privacy officer required by the SaaS Addendum Appendix A prior to contract execution
- WVDOT will provide or authorize access to the source records, GIS layers, and public data sets used as inputs to AI-assisted mapping, in formats to be defined during discovery
- WVDOT will identify the 200 standard project processings and 50 advanced QA/engineering validations per contract year, including priority and scheduling
- Integration with specific WVDOT systems (enterprise GIS, dTIMS, AssetWise, and others) is subject to those systems' available API methods and access, to be confirmed during discovery
- AI mapping outputs are decision-support and do not replace required physical field verification, consistent with ASCE 38-22 and Specification 2.1.6
- Final SLA terms, if any, are subject to negotiation and mutual agreement
- IP and license terms will be defined in the executed master services agreement; this response does not modify those terms

Reporting and Deliverables

- Quarterly reports and annual summaries showing items purchased, quantities, and total dollar value per Specification 7.3
- Additional reports on request per General Terms 39, including agencies utilizing the contract and contract expenditures
- Project-level and portfolio-level operational reports across the 200-project envelope and the 50-project advanced QA envelope
- CSV-format access and security logs per SaaS Addendum Section 10
- Annual SOC 2 Type II report (redacted) per SaaS Addendum Section 12
- Annual CSA STAR self-assessment (CAIQ) per SaaS Addendum Section 11
- BCDR plan executive summary on request per SaaS Addendum Section 20

Insurance and Contract Compliance

- Commercial General Liability Insurance maintained at not less than \$1,000,000 per occurrence per General Terms Section 8
- Cyber Liability Insurance maintained at not less than \$1,000,000 per occurrence per General Terms Section 8
- Workers' compensation coverage maintained as required by law per General Terms Section 9
- Concourse is licensed and in good standing consistent with W.Va. CSR §148-1-6.1.e and will complete Purchasing Division registration prior to contract award
- No Debt Certification acknowledged per General Terms Section 37
- No boycott of Israel during the term of this contract per General Terms Section 46 and W. Va. Code §5A-3-63
- Indemnification consistent with General Terms Section 36
- Concourse retains all pre-existing platform IP, source code, methodology, and tooling; WVDOT retains full ownership of its own data and any WVDOT-furnished materials; Concourse will deliver the configured solution under a non-transferable internal-use license to operate it for WVDOT's public-sector mission. Specific IP, license, and source-availability terms will be defined in the executed master services agreement; this response does not accept or modify those terms.

Pricing

Pricing is provided on Exhibit A - Pricing Page (Attachment A) as required by Specification 4.1 and is not restated in this narrative. All service line items on Exhibit A - Standard Project Processing (up to 200 projects), Advanced QA/Engineering Validation (up to 50 projects), Dedicated Consulting & Research Hours (50 hours), and Onboarding & Training Sessions (10 sessions) - are included in the Enterprise SaaS Application License for each contract year, with the enterprise-wide subscription providing unlimited WVDOT users at no additional per-seat cost. Ongoing software maintenance, updates, and technical support are included for the full pilot term at no additional cost, consistent

with Specification 2.2.1.1. The subscription price is locked for the full contract term with no annual escalation.

Payment and Delivery: Concourse accepts orders through wvOASIS, regular mail, facsimile, email, or any other written form of communication per Specification 4.1, and accepts payment by EFT and State P-Card per General Terms Section 15. Standard order delivery is F.O.B. destination per Specification 5.3. Platform activation occurs within 72 hours of delivery order confirmation per Specification 5.1.

Concourse's Approach

Purpose-built for the public sector. Modern architecture. Flexible configuration.

Concourse is a technology company built exclusively to serve government agencies, school districts, and public institutions. Our platform is cloud-native, modular, and API-first, delivering the same level of innovation and customer service the private sector expects to the public sector organizations that need it most.

Purpose-Built for Government Concourse exists to serve the public sector. Every product decision, compliance investment, and support process is built around the realities of government procurement, security requirements, and stakeholder complexity.	Modern Architecture Our platform is built on a cloud-native stack (containerized services, infrastructure-as-code, CI/CD-driven releases). This means faster deployments, easier integrations, and a system that scales with your organization.	Modern Cloud Hosting (Commercial AWS First) Concourse recommends AWS U.S. commercial regions as the initial environment unless requirements dictate otherwise. Concourse hosts on FedRAMP-authorized AWS infrastructure with AWS GovCloud available and in current use. Azure and Google Cloud can be deployed when required.
API-First & Modular Architecture Every component is built as an independent, reusable module with well-documented APIs. This allows flexible customization, straightforward integration with existing systems, and the ability to extend functionality over time.	Multi-Protocol Integration Engine Concourse supports API-first integration, SFTP, RPA, and on-premises connectivity through Concourse Bridge, including prebuilt connectors for legacy public sector platforms.	Rapid Implementation We deliver a functioning system early in the implementation process based on direct stakeholder feedback. You see your specific version in a fully operational context early and often, not just at the end.

How We Work With You

- We undertake a collaborative discovery process to ensure we are configuring our system to meet your exact needs.
- You will have a dedicated project team working closely with you throughout delivery, and a dedicated account manager post-delivery to ensure ongoing improvements and questions are quickly addressed.
- We deliver a functioning system early in the implementation process, incorporating your feedback so the final product reflects your team's priorities.
- We integrate directly with your team's communication channels (such as Microsoft Teams) to facilitate faster feedback and more transparent collaboration.
- Change requests and scope adjustments are welcomed. We discuss openly to ensure we are always aligned with your evolving needs.

Our Deployment Process

One process from contract signature through go-live and beyond.A

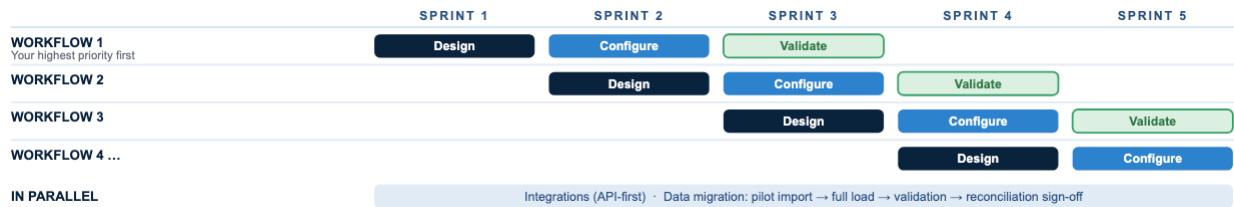
Software projects fail in the gap between contract signing and confident daily use. Our process closes that gap: working software in the earliest weeks, shaped workflow by workflow in live sessions with your team. The same process carries through go-live and beyond, standing up the training, support, and hypercare that make the system stick.

The Process: Contract Through Steady State



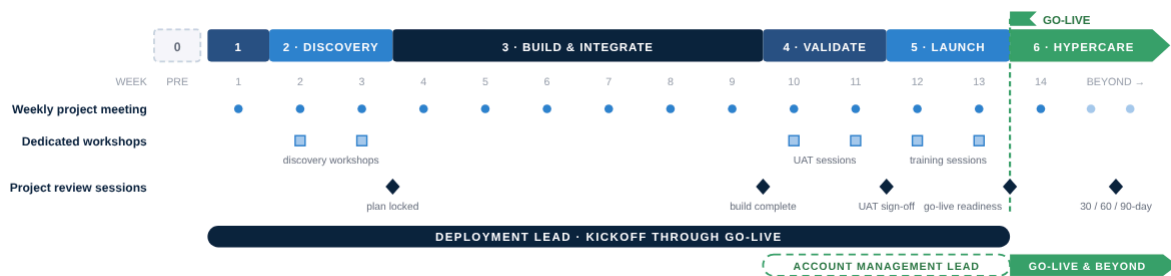
A Closer Look: Phase 3, Build & Integrate

One complete workflow at a time, in your live environment



Each sprint puts one complete workflow in front of your team in the live environment; you review it in the weekly working session, and feedback lands in the next release.

Our Proposed Project Timeline



Core AssumptionsA

- A named executive sponsor and day-to-day project manager on your side; decisions move through the weekly cadence.
- Data exports and integration credentials requested at pre-kickoff; access has the longest lead time in the plan.
- Subject-matter experts available for workshops, acceptance testing, and training.
- The timeline shown reflects this proposal's scope and follows the dates in your solicitation.

Risks & How We Manage Them

- **Integration access** - Opens before kickoff and runs alongside discovery, with agreed fallbacks where an API is not available.
- **Legacy data quality** - Early pilot import, automated validation of every record, and your sign-off on reconciliation before cutover.
- **Late-emerging requirements** - Workflow-by-workflow reviews surface issues while they are cheap to fix; decisions are logged once.
- **Adoption and turnover** - Role-based training with recorded materials, hypercare check-ins, and 30 / 60 / 90-day checkpoints.

The Process, Phase by Phase

What Each Phase Delivers, and What You Will See Along the Way

Phase 0: Pre-Kickoff

The work starts before the first meeting. We execute the contract, draft the workplan, and confirm your executive sponsor and project manager. Requests for data exports and integration credentials go out now, because access has the longest lead time in the plan, and the kickoff date is set around when your systems and data will be ready.

Key outputs: Executed contract and workplan · named leads on both sides · access requests issued

Phase 1: Kickoff

A single working session brings both teams together to confirm scope, cadence, and how decisions get made. Behind the scenes we stand up your environments, security, and access, and connect directly to the communication channels your team already uses (such as Microsoft Teams), so questions never wait for a meeting.

Key outputs: Kickoff held · environments stood up · weekly cadence on calendars

Phase 2: Discovery

Collaborative working sessions map how your team works today: workflows, roles, data, and the rules behind them. Findings land in a requirements plan and a shared decision log that you review and approve, so configuration reflects how your organization actually operates. Later phases continue to absorb what we learn together.

Key outputs: Validated requirements · decision log opened · configuration plan

Phase 3: Build & Integrate

A functioning system is delivered early in the engagement. Each sprint configures one complete workflow and puts it in front of your team in the live environment; your feedback lands in the next release. Integrations run in parallel through our multi-protocol engine (API-first, with file-based fallbacks), while data migration moves through pilot import, full load, and validation, with a reconciliation report for your sign-off.

Key outputs: Workflows live one by one · integrations connected · migration reconciled

Phase 4: Validate

Before anyone depends on the system, it is tested thoroughly: functional and integration testing by our QA team, performance and security review, and accessibility checks against WCAG 2.2 AA. Your team then runs user acceptance testing with guided test plans built around real workloads. Because your team has worked in each workflow as it was built, acceptance testing confirms a system they already know.

Key outputs: QA complete · UAT sign-off · security and accessibility review

Phase 5: Launch

Training is a core deliverable of the launch phase. Role-based tracks for administrators, power users, and end users are built from your configured workflows, delivered live and recorded, with job aids and a practice sandbox loaded with realistic data. Cutover follows a rehearsed checklist, timed around your operational calendar.

Key outputs: Staff trained by role · cutover rehearsed · go-live

GO-LIVE

Phase 6: Hypercare & Handoff

The first weeks after go-live get daily attention: check-ins, priority fixes, and refresher sessions while usage is heaviest. Your Account Management Lead then owns the long term, with regular check-ins, escalation coordination, quarterly business reviews, and 30 / 60 / 90-day optimization checkpoints. The team that built your system stays behind the team supporting it.

Key outputs: Hypercare complete · steady-state support · quarterly reviews

Training & Enablement

Role-based Training and Enablement Aligned to Your Project's Scope and delivery plan.

Concourse provides role-based training for administrators, power users, and end users through live virtual or on-site sessions, recordings, user guides, and quick-reference materials. Training and enablement services are available as fixed-price packages aligned to project scope.

Role-Based Training Curriculum	Live On-Demand Delivery	Training Environment & Sample Datasets
Administrators, power users, and end users each get a tailored track aligned to their day-to-day tasks. Curriculum is built from your actual configured workflows, not generic product demos.	Instructor-led sessions (virtual or onsite) are paired with recorded videos and step-by-step job aids, so staff can learn in the moment and revisit material as needed after go-live.	When included in the scoped package, a training environment with sample datasets lets staff practice before go-live without risking production records.

Knowledge Base & A

Executive Briefings A

Scoped training materials can include recorded sessions, step-by-step guides with screenshots, a searchable knowledge base, and executive dashboard briefings.

Training Deliverables Aligned to Project Scope:

- Training plan and schedule scoped to the engagement, delivered in Phase 1 Discovery, and refined through Phase 3.
- Role-based user guides, administrator guides, quick-reference job aids, and recorded sessions as defined in the project scope.
- Live training sessions during Phase 4, plus go-live support including a phased rollout, first-week hypercare, daily stand-ups, real-time monitoring, and 30/60/90-day optimization checkpoints, included in the implementation package when specified.
- Training environment, sample datasets, and searchable knowledge base when included in the scoped package.

Tailored to This Engagement:

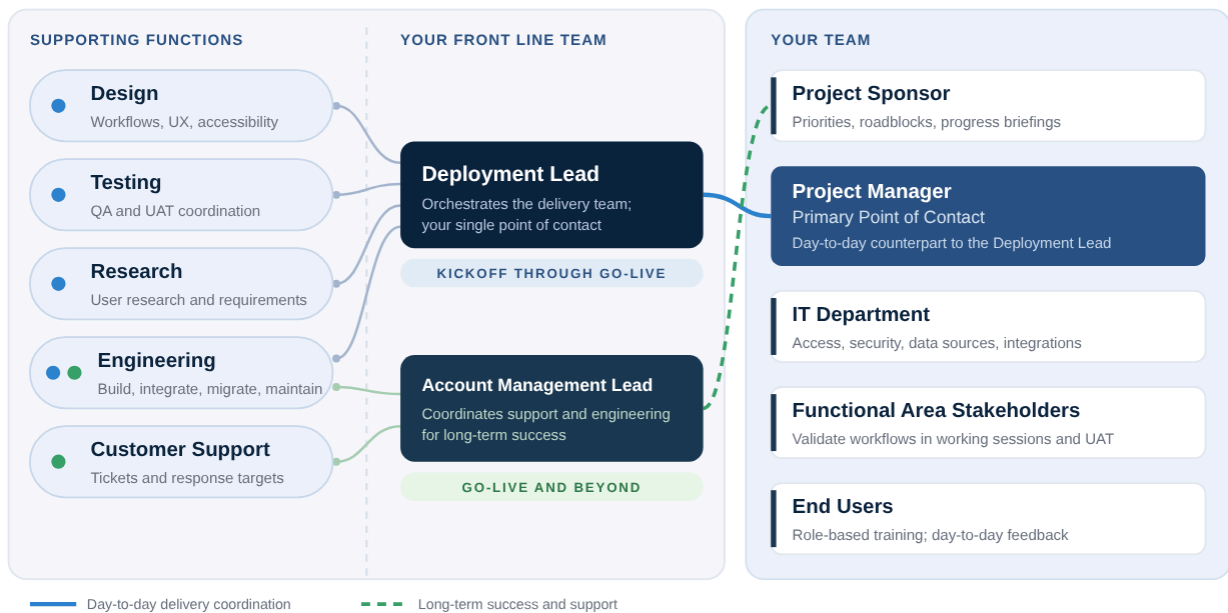
- Ten onboarding and training sessions per contract year, delivered virtually and recorded per Specification 2.2.1.2
- Role-based curriculum for designers, utility coordinators, QA reviewers, and program managers
- Emphasis on ASCE 38-22 quality-level interpretation and the platform's role as decision support (not a replacement for physical field verification)

Our Team Structure

One Team Across Concourse and West Virginia Department of Transportation, from Kickoff through Long-term Operations.

Our team brings an expert mix of engineers, project managers, and govtech professionals, organized in an operating model designed around three commitments:

Accountability	Responsiveness	Delivery Excellence
Named leads own your outcome	Decisions made at the project level	Specialists at every phase



Deployment Lead (Kickoff through go-live)A

- Drives the day-to-day project work and owns the delivery plan
- Your single point of contact during solution stand-up, training, and implementation
- Accountable for project success and empowered to make decisions for the project

Account Management Lead (Go-live and beyond)A

- Owns your long-term support and success after go-live
- Engaged throughout deployment, so the relationship carries through go-live without interruption
- Leads ongoing check-ins, coordinates escalations, and conducts quarterly business reviews

Why We Organize This WayA

- **This structure gives you clear lines of communication and accountability from day**

one: one person drives delivery, and one person owns your long-term success. The Deployment Lead works inside your operations every day and becomes an operational expert in how your organization actually works, configuring your solution around that reality. They are also empowered to make decisions for the project, which means we respond to your needs as they evolve without waiting on a layered approval chain. And your Account Management Lead is engaged throughout deployment, so there is no knowledge cliff at go-live: the person supporting you in year two helped stand your system up.

Your Project Team

CONCOURSE TECH INC.

Concourse assigns a dedicated project team with defined roles and responsibilities to every engagement. Each member below has a specific function on your project, bringing relevant public sector delivery experience.



Thomas Smyth

FOUNDER & CHIEF EXECUTIVE OFFICER

EXPERIENCE

- 15+ years in software and GovTech
- Founder, Trim — saved Americans \$100M+ on their bills
- Technology delivery across 100+ public sector clients



BIOGRAPHY

Thomas is the founder and CEO of Concourse. He has led technology delivery across Concourse's 100+ public-sector clients, including state agencies, municipalities, higher education institutions, and K-12 school districts. Prior to Concourse, Thomas was the founder of Trim, a personal finance application that saved Americans more than \$100M on their bills. Thomas oversees overall client relationship strategy, executive stakeholder alignment, and delivery accountability at Concourse.



Jonathan Dach

HEAD OF GOVERNMENT AFFAIRS

EXPERIENCE

- Chief of Staff, Office of the Governor of Connecticut — seven years on senior staff
- Office of the Secretary, U.S. Department of State — three years
- Clerk to the Chief Judge, State of New York — two years



OFFICE OF THE GOVERNOR OF CONNECTICUT



U.S. DEPARTMENT OF STATE

BIOGRAPHY

Jonathan is the head of government affairs at Concourse. He previously spent seven years on Connecticut Governor Ned Lamont's senior staff, including serving as chief of staff, supervising tens of thousands of employees across every state agency. Earlier, Jonathan clerked for two years for the chief judge of the State of New York and spent three years in the Office of the Secretary at the U.S. Department of State.



Rapolas Binkys

LEAD STAFF ENGINEER & TECHNICAL ARCHITECT

EXPERIENCE

- 11+ years as engineer, founder, and technical consultant
- Production systems shipped for dozens of public sector clients
- Cloud-native architecture, API-first integration, AI workflow automation



BAIN & COMPANY



BAIN CAPITAL

BIOGRAPHY

Rapolas serves as Lead Engineer and Technical Architect, owning the full product lifecycle from requirements through production deployment. With 11+ years as an engineer, founder, and technical consultant, he has shipped production systems for dozens of public sector clients. He specializes in cloud-native architecture, API-first integration design, and AI-driven workflow automation. Rapolas coordinates Concourse's broader engineering team for technical delivery, system performance, and security compliance.



Nayla Boorady

FORWARD DEPLOYED ENGINEER

EXPERIENCE

- Forward deployed engineer at Peregrine; project lead on six law enforcement deployments
- ITSM, ticketing, and asset management platforms for K-12, county, and municipal agencies



BIOGRAPHY

Nayla serves as a Forward Deployed Engineer, working with agency teams to build and ship production systems from requirements through go-live. She has delivered IT service management, ticketing, and asset management platforms for K-12, county, and municipal agencies. Previously a forward deployed engineer at Peregrine, she was project lead on six law enforcement deployments across the Midwest. At Concourse, she translates agency workflows into working software and stays with each deployment through launch and adoption.



Ajay Menon

LEAD, PROJECT MANAGEMENT & IMPLEMENTATION

EXPERIENCE

- 6+ years in product strategy and technology deployments
- 15+ public sector implementations led end-to-end
- Enterprise solutions scoped and delivered for government and education clients



BIOGRAPHY

Ajay serves as Project Manager and Implementation Lead, managing day-to-day delivery, milestone tracking, and stakeholder communication. With 6+ years in product strategy and technology deployments, he has led 15+ public sector implementations end-to-end. Previously at a technology advisory firm, he scoped and delivered enterprise solutions for government and education clients. Ajay manages sprint planning, UAT coordination, training schedules, and go-live readiness for each engagement.



Emilia Cabrera

PRODUCT AND DESIGN

EXPERIENCE

- Shipped user-facing products at leading technology companies
- Product management, accessibility, and user research



BIOGRAPHY

Emilia leads product and design, owning day-to-day delivery for state and local government clients from kickoff through go-live and post-launch support. A Harvard CS graduate with honors, she previously shipped user-facing products at leading technology companies. At Concourse, she runs on-site configuration workshops, end-user training, and agency rollout visits, and converts agency redlines and prototype feedback into prioritized build items, designing toward the Section 508 and WCAG 2.2 AA conformance targets.



Varun Char

PRODUCT AND GROWTH

EXPERIENCE

- Director of Strategic Initiatives, Metropolitan Transportation Authority
- McKinsey & Company — strategy, operating model design, implementation
- Legal counsel, U.S. Army Reserve

McKinsey&Company



BIOGRAPHY

Varun Char is a strategy and operations leader with over a decade of experience driving improvements in large organizations and government agencies. Most recently Director of Strategic Initiatives at the MTA, he led large-scale operational and technology programs for one of the nation's largest transit authorities. Previously at McKinsey & Company, he advised public and private sector executives on strategy, operating model design, and implementation. Varun also serves as legal counsel in the US Army Reserves. Varun leads executive stakeholder alignment, change management, and initiative planning for Concourse engagements.



Mike Mumma

HEAD OF OPERATIONS & FINANCE

EXPERIENCE

- 10+ years in technology consulting and government policy
- Managed relationships with 20+ state, municipal, and education agencies
- Deep understanding of procurement workflows and compliance requirements

BCG BOSTON CONSULTING GROUP

BIOGRAPHY

Mike leads Operations and Finance, owning contracting and legal matters, finance operations, and the internal cybersecurity and compliance program. With 10+ years in technology consulting and government policy, he has managed relationships with 20+ agencies across state, municipal, and education sectors. Previously a consultant focused on government technology adoption, he brings deep understanding of procurement workflows and compliance requirements. Mike leads customer-facing technical reviews and directs account management, ensuring agencies are supported after deployment and throughout their contract terms.



Kelsey Shaner

CONTRACTING & COMPLIANCE LEAD

EXPERIENCE

- 10+ years in technology operations spanning FinTech and GovTech
- Managed dozens of government contracts and SLA compliance frameworks

BIOGRAPHY

Kelsey serves as Contracting and Compliance Lead, managing the full procurement lifecycle from initial opportunity through contract award and ongoing compliance. With 10+ years in technology operations spanning FinTech and GovTech, she has managed dozens of government contracts and SLA compliance frameworks. At Concourse, she aligns configuration, documentation, and reporting with agency requirements, ensuring contractual obligations are met throughout the engagement.



Jacqueline Moss

PRODUCT AND DATA MANAGEMENT LEAD

EXPERIENCE

- Technology consultant at Guidehouse supporting defense and civilian agencies
- Requirements analysis, stakeholder coordination, implementation planning



BIOGRAPHY

Jacqueline serves as Product and Data Management Lead, owning the discovery process and translating agency workflows into technical specifications. Previously a technology consultant at Guidehouse, she supported complex government engagements spanning requirements analysis, stakeholder coordination, and implementation planning for defense and civilian agencies. At Concourse, she leads discovery workshops, documents functional requirements, and ensures solutions are grounded in real agency operations.

Our Advisors

FORMER STATE & FEDERAL CIOs AND CHIEF PROCUREMENT OFFICERS

Concourse is supported by a group of experienced advisors who bring deep domain expertise in government technology, procurement, and public sector operations.



Brenna Berman

CHIEF INFORMATION OFFICER
(Ret.)

City of Chicago



Amaya Capellán

CHIEF INFORMATION OFFICER
(Ret.)

Commonwealth of Pennsylvania



Ann Dunkin

CHIEF INFORMATION OFFICER
(Ret.)

U.S. Dept. of Energy; U.S. EPA



Greg Godbout

CHIEF TECHNOLOGY OFFICER
(Ret.)

U.S. EPA



David Gragan

CHIEF PROCUREMENT OFFICER
(Ret.)

Texas, Indiana, D.C., CFPB



Colin Hill

CHIEF INFORMATION OFFICER
(Ret.)

City of Indianapolis



Vern Jones

CHIEF PROCUREMENT OFFICER
(Ret.)

State of Alaska



Rock Regan

CHIEF INFORMATION OFFICER
(Ret.)

State of Connecticut



Pari Sabety

DIRECTOR, OFFICE OF BUDGET &
MANAGEMENT (Ret.)

State of Ohio



Greg Smith

CHIEF PROCUREMENT OFFICER;
CHAIRMAN, NASPO VALUEPOINT
(Ret.)

State of Nevada

Government Technology Delivery Experience

Office of Technology, West Virginia

Charleston, WV · Statewide GRC Platform

Our awarded project with the West Virginia Office of Technology is a statewide governance, risk, and compliance platform: a central WVOT CISO hub plus 125 segregated agency child workspaces, with Entra ID SSO, WVCSF/NIST cross-mapping, continuous control monitoring connectors, third-party risk management, and POAM/exception tracking.

West Virginia Department of Tourism

Charleston, WV · Statewide Library Data Platform

Our awarded project with the West Virginia Department of Tourism is a statewide library data platform with annual survey collection, ILS and third-party data integrations (ETL), historical data migration and longitudinal loading, data harmonization, and reporting dashboards including geospatial analytics.

State of Oklahoma, Office of Management and Enterprise Services (OMES)

Oklahoma City, OK · AI Consulting Retainer

Our deployment for Oklahoma OMES provides AI consulting and development services under a retainer engagement, supporting the state's exploration and adoption of responsible AI capabilities across government operations.

Town of BarnstableA

Barnstable, MA · GIS-Enabled DPW Work Order System

Our deployment for the Town of Barnstable is a cloud-hosted, GIS-enabled work order management platform for the Department of Public Works, with a unified GIS map view spanning Highway, Structures & Grounds, Water Pollution Control, and Admin/Tech divisions, mobile and offline field functionality, and full data migration from a legacy system.

State of Oklahoma, Office of Management and Enterprise Services (OMES)A

Oklahoma City, OK · Statewide Solicitation & Contract Management Platform

Delivered the statewide contract platform for the State of Oklahoma—the single source of truth for roughly 1,500 pre-negotiated statewide contracts that state agencies, school districts, cities, counties, and universities purchase from, supporting a statewide procurement program that the state reports generated nearly \$180 million in savings and cost avoidance in FY2025. Full-text search finds contracts by number, supplier, category code, or product—including terms buried inside contract documents—replacing a legacy site that required users to know exact contract numbers. OMES category managers add and update contracts on the same site purchasers use, with nearly 15,000 contract updates centralized on the platform since its November 2025 launch. The platform also handles the financial administration of statewide contracts end-to-end, from supplier usage reports to invoicing; processing of supplier usage reports for statewide contract usage is three times faster than under the prior process. The platform launched less than 60 days after kickoff. “The implementation moved remarkably quickly without sacrificing quality. Concourse focused on understanding our business processes first, which allowed us to build a solution that reflects how Oklahoma actually manages statewide contracts,” — Lesli Bajema, director of statewide procurement strategy at Oklahoma’s Office of Management and Enterprise Services.

Company Information

Company Name Concourse Tech Inc.

Contact Person Kelsey Shaner

Phone (646) 305-9964

Email sales@concoursetech.com

Address 169 Madison Ave, Suite 15520, New York, NY 10016

Trust Center Relevant documentation (e.g., SOC 2 Type II audit report, TX-RAMP Level 1 certification, VPAT, HECVAT) can be found on our Trust Center: <https://trust.concoursetech.com>

CAGE Code 09E17

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Pricing Addendum A

WEST VIRGINIA DEPARTMENT OF TRANSPORTATION · CRFQ 0803 DOT2700000011 (AI UTILITY MAPPING 81270011)

PROJECT	CLIENT	PREPARED BY	DATE
Pricing Addendum	West Virginia Department of Transpo...	Concourse Tech Inc.	September 2026

Pricing Summary A

This pricing addendum presents Concourse's pricing for the AI Utility Mapping Contract Items in CRFQ 0803 DOT2700000011. It follows the structure of the Exhibit A Pricing Page and covers the Initial Contract Term and all four optional renewal years.

The Annual Software License is \$403,500 per year. It includes every Contract Item: unlimited WVDOT users, standard project processing, advanced QA and engineering validation, dedicated consulting and research hours, onboarding and training sessions, and ongoing maintenance, updates, and technical support. The five-year total cost is \$2,017,500.

Year A Pricing (Exhibit A Line Items) A

SPEC REF	DESCRIPTION	UNIT OF MEASURE	QUANTITY	UNIT COST	EXTENDED PRICE
3.1	Enterprise SaaS Application License (Unlimited Users)	Year	1	\$403,500	\$403,500
3.1a	Standard Project Processing (Up to 200 projects max)	Project	200	Included	Included
3.1b	Advanced QA / Engineering Validation (Up to 50 projects max)	Project	50	Included	Included

SPEC REF	DESCRIPTION	UNIT OF MEASURE	QUANTITY	UNIT COST	EXTENDED PRICE
3.2.1	Dedicated Consulting & Research Hours	Hour	50	Included	Included
3.2.2	Onboarding & Training Sessions	Sessions	10	Included	Included
	YEAR 1 TOTAL				\$403,500

Five-Year Pricing (Initial Term and Optional Renewal Years) A

LINE ITEM	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5
Annual Software License - Enterprise SaaS Application (Unlimited Users) (3.1)	\$403,500	\$403,500	\$403,500	\$403,500	\$403,500
Standard Project Processing, up to 200 projects (3.1a)	Included	Included	Included	Included	Included
Advanced QA / Engineering Validation, up to 50 projects (3.1b)	Included	Included	Included	Included	Included
Dedicated Consulting & Research Hours (3.2.1)	Included	Included	Included	Included	Included

LINE ITEM	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5
Onboarding & Training Sessions (3.2.2)	Included	Included	Included	Included	Included
Implementation & Configuration	Included	-	-	-	-
Maintenance, Updates & Technical Support	Included	Included	Included	Included	Included
TOTAL	\$403,500	\$403,500	\$403,500	\$403,500	\$403,500

Invoice Timing: Concourse expects to invoice upon the conclusion of the scheduled implementation period. If implementation is extended due to delays on the part of the Customer, Concourse reserves the right to invoice and receive payment at the end of the originally scheduled implementation period.

Pricing Notes A

- **Five-Year Total Cost:** \$2,017,500.
- The subscription price is locked for the full contract term with no annual escalation. There are no projected cost increases for any renewal year.
- All project processing, QA and engineering validation, consulting and research hours, training sessions, maintenance, and support are included in the Annual Software License. No additional fees or charges apply.
- Exhibit A quantities are estimates and may be more or less. Included items remain included up to the stated per-year quantities.
- The annual subscription is invoiced annually, consistent with the payment procedures of the State of West Virginia. Concourse accepts payment by electronic funds transfer and State P-Card.

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REQUEST FOR QUOTATION
Artificial Intelligence (AI) for Utility Mapping
(81270011)

SPECIFICATIONS

1. **PURPOSE AND SCOPE:** The West Virginia Purchasing Division is soliciting bids on behalf of West Virginia Department of Transportation to establish an open-end contract to initiate a Pilot Project to utilize Artificial Intelligence (AI) for utility mapping across various design projects statewide. There is potential for the contract to be renewed and expanded for subsequent years. The primary objective of this pilot is to test the platform and assess the efficiencies and effectiveness of AI-assisted mapping during early project design phases. While the exact number of projects to be tested is currently undetermined, the total contract volume will not exceed a maximum of 200 projects, with up to 50 of those requiring a higher level of validation through additional quality assurance review. The Vendor shall provide a subscription-based application for an unlimited number of users, alongside support, maintenance, training, and utility mapping research.
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.
 - 1.1 **“Contract Item” or “Contract Items”** means the Software-as-a-Service (SaaS) application, unlimited user subscriptions, maintenance, support, and training services as more fully described by these descriptions.
 - 1.2 **“Pricing Pages” “Attachment A,” and “ATT A”** means the schedule of prices attached hereto as Attachment A (ATT A) and used to evaluate Solicitation responses.
 - 1.3 **“Solicitation”** means the official notice of an opportunity to supply the State with goods or services that is published by the Purchasing Division.

2. GENERAL REQUIREMENTS:

- 2.1 **Contract Items and Mandatory Requirements:** Vendor shall provide Agency with the Contract Items listed below on an open-end and continuing basis. Contract Items must meet or exceed the mandatory requirements as shown below.
 - 2.1.1 **Technical and Software Requirements:**
Vendor must provide a product that meets or exceeds the following:

REQUEST FOR QUOTATION
**Artificial Intelligence (AI) for Utility Mapping
(81270011)**

- 2.1.2 The Vendor shall provide a cloud-based, Software-as-a-Service (SaaS) application utilizing artificial intelligence (AI) to map underground and above ground utilities for various transportation design projects.
- 2.1.3 The application must provide an enterprise-wide subscription model allowing for an unlimited number of WVDOT users without incurring additional per-user seat licensing fees.
- 2.1.4 The application and Vendor platform must have the capacity to process and manage up to (200) individual design projects over the course of the contract year.
- 2.1.5 The vendor must possess the capability to perform an advanced, higher-level validation and quality assurance (QA) engineering review for up to Fifty (50) designated projects upon request by WVDOT.
- 2.1.6 All AI mapping outputs must state their alignment with *ASCE 38-22 Quality Levels*. The software acts as a decision support tool and does not replace the required physical field verification.

2.2 Maintenance, Support, and Training Requirements:

Vendor must provide a product that meets or exceeds the following:

- 2.2.1.1 The vendor shall provide ongoing software maintenance, updates, and technical support for the duration of the pilot program contract at no additional cost to WVDOT.
- 2.2.1.2 The vendor shall provide comprehensive onboarding and training sessions (virtual and/or recorded) to ensure WVDOT personnel can successfully navigate and utilize the AI mapping application.
- 2.2.1.3 The vendor shall provide utility mapping research capabilities or dedicated consulting hours to assist WVDOT in evaluating the platform's overall efficiency, data accuracy, and cost effectiveness during early project design phases.

2.3 DATA AND SECURITY REQUIREMENTS

Vendor must provide a product that meets or exceeds the following:

- 2.3.1 The application shall secure and protect all WVDOT project data, GIS layers, and state infrastructure information in accordance with West Virginia

REQUEST FOR QUOTATION
**Artificial Intelligence (AI) for Utility Mapping
(81270011)**

Office of Technology (WVOT) security standards.

2.3.2 The Vendor's application shall be accessible via standard web browsers without requiring WVDOT users to install unauthorized third-party desktop software or plug-ins.

2.3.3 The vendor must sign and adhere to the cloud addendum required by the West Virginia Office of Technology (WVOT).
<https://www.state.wv.us/admin/purchase/Documents/WVCloud-SaaSProcurementAddendum.pdf>

2.3.4 The vendor must comply with all current West Virginia state Artificial Intelligence (AI) policies, as well as any upcoming state AI policies enacted during the life of the contract.
<https://technology.wv.gov/policy-governance/artificial-intelligence>

2.3.5 All WVDOT infrastructure, GIS, and project data remain exclusive state property. The vendor is strictly prohibited from using state data to train, finetune, or refine commercial or third party AI models.

3. CONTRACT AWARD:

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

4.1 Pricing Page, Attachment A ("ATT A"): Vendor must complete the Pricing Page by providing a total cost for the Contract Items being requested. Vendor must factor into their bid, for any projected cost increases for each subsequent renewal term. 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. No future use of the Contract or any individual item is guaranteed or implied.

4.2 Vendors should type or electronically enter the information into the Pricing Page to prevent errors in the evaluation. In most cases, the Pricing Pages are available in wvOasis within the solicitation attachments, however, Vendors

**REQUEST FOR QUOTATION
Artificial Intelligence (AI) for Utility Mapping
(81270011)**

may request an electronic an electronic copy of the Pricing Pages spreadsheet for bid purposes by sending an email request to the following address:
John.W.Estep@wv.gov

4. ORDERING AND PAYMENT:

- 4.1 Ordering:** Vendor shall accept orders through wvOASIS, regular mail, facsimile, e-mail, or any other written form of communication. Vendor may, but is not required to, accept on-line orders through a secure internet ordering portal/website. If Vendor has the ability to accept on-line orders, it should include in its response a brief description of how Agencies may utilize the on-line ordering system. Vendor shall ensure that its on-line ordering system is properly secured prior to processing Agency orders on-line.
- 4.2 Payment:** Vendor shall accept payment in accordance with the payment procedures of the State of West Virginia.

5. DELIVERY AND RETURN:

- 5.1 Delivery Time:** Vendor grant access to the platform, provide administrative access credentials, and fully activate the unlimited user subscription after receiving confirmation via delivery order to proceed within (72) hours of confirmation and should be emailed to dottechpurchasing@wv.gov and dotsupport@wv.gov
- 5.2 Late Delivery:** The Agency placing the order under this Contract must be notified in writing if the shipment of the Contract Items will be delayed for any reason. Any delay in delivery that could cause harm to an Agency will be ground for cancellation of the Contract, and/or obtaining the Contract Items from a third party. Any Agency seeking to obtain the Contract Items from a third party under this provision must first obtain approval of the Purchasing Division.
- 5.3 Delivery Payment/Risk of Loss:** Standard order delivery shall be F.O.B. destination to the Agency's location. Vendor shall include the cost of standard order delivery charges in its bid pricing/discount and is not permitted to charge the Agency separately for such delivery. The Agency will pay delivery charges on all emergency orders provided that Vendor invoices those delivery costs as a separate charge with the original freight bill attached to the invoice.

REQUEST FOR QUOTATION
Artificial Intelligence (AI) for Utility Mapping
(81270011)

5.4 Return of Unacceptable Items: If the Agency determines that the SaaS application, deliverables, or the higher-level validation/quality assurance (QA) reviews fail to meet the mandatory specifications or performance standards outlined in this Contract, the Agency will notify the Vendor in writing. The Vendor shall have five (5) business days from the date of notification (or another mutually agreed timeframe) to correct the deficiency and provide a full product or service at no additional cost to the Agency. If the Vendor is unable to remedy the deficient software or service to the Agency's satisfaction, the Agency shall receive full credit or refund for the purchase price of the non-conforming item or service, at the Agency's discretion.

5.5 Return Due to Agency Error: Items ordered in error by the Agency will be returned for credit within 30 days of receipt, F.O.B. Vendor's location. Vendor shall not charge a restocking fee if returned products are in a resalable condition. Items shall be deemed to be in a resalable condition if they are unused and in the original packaging. Any restocking fee for items not in a resalable condition shall be the lower of the Vendor's customary restocking fee or 5% of the total invoiced value of the returned items.

6. VENDOR DEFAULT:

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

- 6.1.1 Failure to provide Contract Items in accordance with the requirements contained herein.
- 6.1.2 Failure to comply with other specifications and requirements contained herein.
- 6.1.3 Failure to comply with any laws, rules, and ordinances applicable to the Contract Services provided under this Contract.
- 6.1.4 Failure to remedy deficient performance upon request.

REQUEST FOR QUOTATION
Artificial Intelligence (AI) for Utility Mapping
(81270011)

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

6.2.1 Immediate cancellation of the Contract.

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

6.2.3 Any other remedies available in law or equity.

7. MISCELLANEOUS:

7.1 No Substitutions: Vendor shall supply only Contract Items submitted in response to the Solicitation unless a contract modification is approved in accordance with the provisions contained in this Contract.

7.2 Vendor Supply: Vendor must carry sufficient inventory of the Contract Items being offered to fulfill its obligations under this Contract. By signing its bid, Vendor certifies that it can supply the Contract Items contained in its bid response.

7.3 Reports: Vendor shall provide quarterly reports and annual summaries to the Agency showing the Agency's items purchased, quantities of items purchased, and total dollar value of the items purchased. Vendor shall also provide reports, upon request, showing the items purchased during the term of this Contract, the quantity purchased for each of those items, and the total value of purchases for each of those items. Failure to supply such reports may be grounds for cancellation of this Contract.

7.4 Alternate bids that are equal to, meet, or exceed the specifications and requirements listed are invited. To receive full consideration, such alternate bids must be accompanied by sufficient descriptive literature and/or samples to clearly identify the offer and allow for a complete evaluation. The use of brand name or equal specifications is for describing the minimum standard of quality, technical performance and installation characteristics required and are not intended to limit or restrict competition. The vendor shall provide technical specifications with bid documentation.

REQUEST FOR QUOTATION
Artificial Intelligence (AI) for Utility Mapping
(81270011)

7.5 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: Kelsey Shaner
Telephone Number: (646) 305-9964
Fax Number: (332) 529-1022
Email Address: sales@concoursetech.com



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
Info Technology

Proc Folder: 2046246			Reason for Modification: ADDENDUM NO_1 Vendor Questions and Responses Bid Opening moves to 09/29/2026
Doc Description: AI Utility Mapping (81270011)			
Proc Type: Central Master Agreement			
Date Issued	Solicitation Closes	Solicitation No	Version
2026-09-09	2026-09-29 13:30	CRFQ 0803 DOT2700000011	2

BID RECEIVING LOCATION

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

VENDOR

Vendor Customer Code: SUP301681
Vendor Name : Concourse Tech Inc.
Address : 169 Madison Ave, Suite 15520
Street :
City : New York
State : NY **Country :** USA **Zip :** 10016
Principal Contact : Kelsey Shaner
Vendor Contact Phone: (646) 305-9964 **Extension:**

FOR INFORMATION CONTACT THE BUYER

John W Estep
304-558-2566
john.w.estep@wv.gov

Vendor
Signature X

FEIN# 92-0732705

DATE Sept 26, 2026

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

ADDITIONAL INFORMATION

Addendum No_1

Addendum No_1 issued to publish and distribute the attached information to the Vendor Community.

REQUEST FOR QUOTATION:

The West Virginia Purchasing Division is soliciting bids on behalf of West Virginia Department of Transportation to establish an open-end contract to initiate a Pilot Project to utilize Artificial Intelligence (AI) for utility mapping across various design projects statewide. Per the Bid Requirements, Specifications, Terms and Conditions attached to this solicitation.

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Yr 1 Enterprise SaaS Application License (Unlimited Users)				

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:

AI Utility Mapping
Specifications Reference 3.1

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
2	Yr 1 Standard Project Processing (Up to 200 projects max)	200.00000	EA		

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:

AI Utility Mapping
Specifications Reference 3.1a

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
3	Yr 1 Advanced QA / Engineering Validation	50.00000	EA		

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:
AI Utility Mapping
Specifications Reference 3.1b

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
4	Yr 1 Dedicated Consulting & Research Hours	50.00000	HOUR		

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:
AI Utility Mapping
Specifications Reference 3.2.1

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
5	Yr 1 Onboarding & Training Sessions	10.00000	EA		

Comm Code	Manufacturer	Specification	Model #
43232502			

Extended Description:
 AI Utility Mapping
 Specifications Reference 3.2.2

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
6	Yr 2 Enterprise SaaS Application License (Unlimited Users)				

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:
 AI Utility Mapping
 Specifications Reference 3.1
 Optional Renewal Year 2

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
7	Yr 2 Standard Project Processing	200.00000	EA		

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:
 AI Utility Mapping
 Specifications Reference 3.1a
 Optional Renewal Year 2

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
8	Yr 2 Advanced QA / Engineering Validation	50.00000	EA		

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:
 AI Utility Mapping
 Specifications Reference 3.1b
 Optional Renewal Year 2

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
9	Yr 2 Dedicated Consulting & Research Hours	50.00000	HOUR		

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:

AI Utility Mapping
Specifications Reference 3.2.1
Optional Renewal Year 2

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
10	Yr 2 Onboarding & Training Sessions	10.00000	EA		

Comm Code	Manufacturer	Specification	Model #
43232502			

Extended Description:

AI Utility Mapping
Specifications Reference 3.2.2
Optional Renewal Year 2

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
11	Yr 3 Enterprise SaaS Application License (Unlimited Users)				

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:

AI Utility Mapping
Specifications Reference 3.1
Optional Renewal Year 3

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
12	Yr 3 Standard Project Processing (Up to 200 projects max)	200.00000	EA		

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:

AI Utility Mapping
Specifications Reference 3.1a
Optional Renewal Year 3

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
13	Yr 3 Advanced QA / Engineering Validation - max 50 proj	50.00000	EA		

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:

AI Utility Mapping
Specifications Reference 3.1b
Optional Renewal Year 3

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
14	Yr 3 Dedicated Consulting & Research Hours	50.00000	HOUR		

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:

AI Utility Mapping
Specifications Reference 3.2.1
Optional Renewal Year 3

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
15	Yr 3 Onboarding & Training Sessions	10.00000	EA		

Comm Code	Manufacturer	Specification	Model #
43232502			

Extended Description:

AI Utility Mapping
Specifications Reference 3.2.2
Optional Renewal Year 3

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
16	Yr 4 Enterprise SaaS Application License (Unlimited Users)				

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:

AI Utility Mapping
Specifications Reference 3.1
Optional Renewal Year 4

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
17	Yr 4 Standard Project Processing (Up to 200 projects max)	200.00000	EA		

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:

AI Utility Mapping
Specifications Reference 3.1a
Optional Renewal Year 4

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
18	Yr 4 Advanced QA / Engineering Validation - max 50 proj	50.00000	EA		

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:

AI Utility Mapping
Specifications Reference 3.1b
Optional Renewal Year 4

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
19	Yr 4 Dedicated Consulting & Research Hours	0.00000	HOUR		

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:

AI Utility Mapping
Specifications Reference 3.2.1
Optional Renewal Year 4

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
20	Yr 4 Onboarding & Training Sessions	10.00000	EA		

Comm Code	Manufacturer	Specification	Model #
43232502			

Extended Description:

AI Utility Mapping
Specifications Reference 3.2.2
Optional Renewal Year 4

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
21	Yr 5 Enterprise SaaS Application License (Unlimited Users)				

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:

AI Utility Mapping
Specifications Reference 3.1
Optional Renewal Year 5

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
22	Yr 5 Standard Project Processing (Up to 200 projects max)	200.00000	EA		

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:

AI Utility Mapping
Specifications Reference 3.1a
Optional Renewal Year 5

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
23	Yr 5 Advanced QA / Engineering Validation - max 50 proj	50.00000	EA		

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:

AI Utility Mapping
Specifications Reference 3.1b
Optional Renewal Year 5

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
24	Yr 5 Dedicated Consulting & Research Hours	50.00000	HOUR		

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:

AI Utility Mapping
Specifications Reference 3.2.1
Optional Renewal Year 5

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
25	Yr 5 Onboarding & Training Sessions	10.00000	EA		

Comm Code	Manufacturer	Specification	Model #
43232502			

Extended Description:
AI Utility Mapping
Specifications Reference 3.2.2
Optional Renewal Year 5

SCHEDULE OF EVENTS		
<u>Line</u>	<u>Event</u>	<u>Event Date</u>
1	Tech Question due by 10:00am	2026-09-08

SOLICITATION NUMBER: CRFQ DOT2700000011

Addendum Number: 1

The purpose of this addendum is to modify the solicitation identified as CRFQ DOT27000000011 Solicitation” to reflect the change(s) identified and described below.

Applicable Addendum Category:

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

Additional Documentation:

Vendor Questions and Responses

Bid opening moves to 09/29/2026 at 1:30 PM

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.

Technical Questions:

1. Regarding the Cloud Security Alliance (CSA) STAR Self-Assessment / CAIQ requirement, is submission mandatory at the exact time of bid submission, or is it required only of the apparent successful vendor prior to final contract award?

Answer: Please refer to <https://technology.wv.gov/policy-governance/ot-policies>

2. For the annual Data Center Audit requirement in the WV Cloud SaaS Addendum, what specific third-party security certifications or frameworks (e.g., ISO/IEC 27001, FedRAMP, CJIS, NIST SP 800-53 attestation) will WVDOT accept as an approved equivalent to a SOC 2 Type II report?

Answer: Please refer <https://technology.wv.gov/policy-governance/ot-policies>

3. Does WVDOT require the cloud-based AI SaaS platform to interface directly with state GIS repositories (such as Esri ArcGIS Enterprise/Portal) via REST APIs, or will project data and GIS layers be uploaded manually in standard geospatial file formats (e.g., Shapefile, GeoJSON, DWG/DGN)?

Answer: REST APIs for integration.

4. Regarding ASCE 38-22 Quality Levels (QL-D through QL-A), what specific metadata, attribute fields, or confidence score reporting formats does WVDOT require the AI utility mapping outputs to produce?

Answer: QL designation, utility types, coordinates/elevations, detection/location method. WVDOH does not have a standard reporting format. Any CAD files should follow WVDOH CAD Standards.

5. For Contract Item 3.1b (Advanced QA / Engineering Validation for up to 50 projects), does WVDOT require validation to be performed or stamped by a West Virginia-licensed Professional Engineer (PE) or Professional Surveyor (PS), or is technical/SME review by GIS/utility mapping engineers acceptable?

Answer: Technical/SME is acceptable.

6. What typical input datasets will WVDOT provide for each of the estimated 200 standard design projects (e.g., digitized record drawings, AS-BUILT CAD files, aerial imagery, 811 tickets, GPR scans, LiDAR point clouds)?

Answer: Standard Design Files.

7. Is there predefined turnaround time SLAs required for standard project processing (Item 3.1a) and advanced QA engineering validation (Item 3.1b) following WVDOT project submittal?

Answer: Five (5) business days.

8. How does WVDOT plan to issue delivery orders for the 50 Dedicated Consulting & Research Hours (Item 3.2.1), and what specific scope or task order deliverables are anticipated?

Answer: Statement of Works (SOW) should be provided by vendor. From there, Agency Delivery Orders (ADO's) will be issued based on the Master Agreement.

9. For the 10 Onboarding & Training Sessions (Item 3.2.2), will sessions be conducted remotely/virtually via Microsoft Teams/web conferencing, or is on-site instructor-led delivery at Building 5 in Charleston required?

Answer: Remote sessions are fine.

10. Under the WV Cloud Addendum, what specific identity provider protocols (e.g., SAML 2.0, OpenID Connect, Azure AD / Entra ID) must the SaaS solution support for third-party Multi-Factor Authentication (MFA)?

Answer: Please refer to the West Virginia Office of Technology website <https://technology.wv.gov/policy-governance/ot-policies>

11. What are the expected data retention and historical access requirements across multi-year renewals for completed project mapping files and audit logs once a design project concludes?

Answer: The data and the output can be kept in a securely protected central repository, and they will be available to WVDOT-Right Of Way long-term.

12. In the Pricing Page renewal schedule, Year 4 lists 0 hours for Consulting & Research while Years 2, 3, and 5 list 50 hours; please confirm whether Year 4 was intended to include 50 hours or remain at 0.

Answer: 50 hours. All quantities are estimated and not guaranteed.

13. If a vendor offers an alternate commercial SaaS platform meeting or exceeding specifications, what specific documentation is required beyond the software specifications sheet and functional alignment matrix to prove equality?

Answer: At minimum, a demo needs to be submitted.

14. Can WVDOT clarify the background check protocol under W. Va. Code § 15-2D-3 for vendor personnel who provide remote SaaS maintenance, support, and consulting without physical access to state facilities?

Answer: Vendor will be required to work with the WV Office of Technology.

15. Will WVDOT permit multi-tenant commercial cloud hosting (e.g., AWS GovCloud or Commercial Cloud, Microsoft Azure) if data segregation, encryption at rest (FIPS 140-2), encryption in transit, and U.S.-only data residency requirements are fully satisfied?

Answer: Yes.

16. What is the anticipated budget for this contract?

To preserve the competitive integrity of the bidding process, we do not disclose project budgets. Our financial response is structured to provide the best value based strictly on your technical requirements.

17. Is there a preference for local vendors?

Answer: No.

18. What is the annual budget allocated for this RFP?

Answer: Refer to question 16

19. Will work be onsite or remote?

Answer: Remote

20. Can vendor provide entire services from offshore location (outside US geography)

Answer: No.

21. Who are previous incumbents on this project?

Answer: None.

22. We kindly request a 1–2-week extension of the proposal submission deadline to ensure a thorough and high-quality response.

Answer: We will allow 1 week extension.

23. What is the total budget for this contract?

Answer: Refer to question 16.

24. Is this a single-vendor or multi-vendor award?

Answer: Single Vendor

25. For a typical design project, what source materials will WVDOT provide to the application, including GIS layers, utility-owner records, survey or CAD files, imagery, as-built plans, and project boundaries, and through which file formats, APIs, or transfer mechanisms must these materials be exchanged?

Answer: Standard Design Files. Design Project sets can be shared via secured FTP server.

26. Please define an individual “project” for purposes of the standard project-processing and advanced-QA line items, including any applicable limits or expected ranges for route mileage, acreage, number of files, data volume, utility density, and required turnaround time.

Answer: GPS coordinates of the project area (or kmz) will be provided, up to 10 acres. Data should be provided within 5 business days.

27. What deliverables and acceptance criteria will apply to the advanced validation and quality-assurance review, and must the review be performed or approved by a licensed professional engineer or personnel holding specified utility-engineering qualifications?

Answer: Please refer to question #5.

28. Does the 72-hour platform-activation requirement begin only after WVOT has completed its security and cloud review?

Answer: Yes.

29. What security documentation, testing, or approval must the successful vendor complete before WVDOT may upload infrastructure and GIS data?

Answer: Refer to the West Virginia Office of Technology website

<https://technology.wv.gov/policy-governance/ot-policies>

30. For determining the lowest overall total cost, will the State evaluate all estimated quantities for each of the five possible contract years, including 200 standard projects and 50 advanced-QA projects per year, or will only the initial contract year be included in the evaluated total?

Answer: Evaluation is based on the lowest overall bid. Since this year is a pilot, we cannot guarantee a multi-year award at this stage.

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CRFQ DOT2700000011

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 the 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)

☒ Addendum No. 1	☐ Addendum No. 6
☐ Addendum No. 2	☐ Addendum No. 7
☐ Addendum No. 3	☐ Addendum No. 8
☐ Addendum No. 4	☐ Addendum No. 9
☐ Addendum No. 5	☐ Addendum No. 10

I understand that failure to confirm the receipt of the addenda may be cause for rejection of this bid. I further understand that 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.

Concourse Tech Inc.

Company



Authorized Signature

Sept 26, 2026

Date

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

Software as a Service Addendum

1. Definitions:

Acceptable alternative data center location means a country that is identified as providing equivalent or stronger data protection than the United States, in terms of both regulation and enforcement. DLA Piper's Privacy Heatmap shall be utilized for this analysis and may be found at <https://www.dlapiperdataprotection.com/index.html?t=world-map&c=US&c2=IN>.

Authorized Persons means the service provider's employees, contractors, subcontractors or other agents who have responsibility in protecting or have access to the public jurisdiction's personal data and non-public data to enable the service provider to perform the services required.

Data Breach means the unauthorized access and acquisition of unencrypted and unredacted personal data that compromises the security or confidentiality of a public jurisdiction's personal information and that causes the service provider or public jurisdiction to reasonably believe that the data breach has caused or will cause identity theft or other fraud.

Individually Identifiable Health Information means information that is a subset of health information, including demographic information collected from an individual, and (1) is created or received by a health care provider, health plan, employer or health care clearinghouse; and (2) relates to the past, present or future physical or mental health or condition of an individual; the provision of health care to an individual; or the past, present or future payment for the provision of health care to an individual; and (a) that identifies the individual; or (b) with respect to which there is a reasonable basis to believe the information can be used to identify the individual.

Non-Public Data means data, other than personal data, that is not subject to distribution to the public as public information. It is deemed to be sensitive and confidential by the public jurisdiction because it contains information that is exempt by statute, ordinance or administrative rule from access by the general public as public information.

Personal Data means data that includes information relating to a person that identifies the person by first name or first initial, and last name, and has any of the following personally identifiable information (PII): government-issued identification numbers (e.g., Social Security, driver's license, state identification card); financial account information, including account number, credit or debit card numbers; or protected health information (PHI).

Protected Health Information (PHI) means individually identifiable health information transmitted by electronic media, maintained in electronic media, or transmitted or maintained in any other form or medium. PHI excludes education records covered by the Family Educational Rights and Privacy Act (FERPA), as amended, 20 U.S.C. 1232g, records described at 20 U.S.C. 1232g(a)(4)(B)(iv) and employment records held by a covered entity in its role as employer.

Public Jurisdiction means any government or government agency that uses these terms and conditions. The term is a placeholder for the government or government agency.

Public Jurisdiction Data means all data created or in any way originating with the public jurisdiction, and all data that is the output of computer processing or other electronic manipulation of any data that was created by or in any way originated with the public jurisdiction, whether such data or output is stored on the public jurisdiction's hardware, the service provider's hardware or exists in any system owned, maintained or otherwise controlled by the public jurisdiction or by the service provider.

Public Jurisdiction Identified Contact means the person or persons designated in writing by the public jurisdiction to receive security incident or breach notification.

Restricted data means personal data and non-public data.

Security Incident means the actual unauthorized access to personal data or non-public data the service provider believes could reasonably result in the use, disclosure or theft of a public jurisdiction's unencrypted personal data or non-public data within the possession or control of the service provider. A security incident may or may not turn into a data breach.

Service Provider means the contractor and its employees, subcontractors, agents and affiliates who are providing the services agreed to under the contract.

Software-as-a-Service (SaaS) means the capability provided to the consumer to use the provider's applications running on a cloud infrastructure. The applications are accessible from various client devices through a thin-client interface such as a Web browser (e.g., Web-based email) or a program interface. The consumer does not manage or control the underlying cloud infrastructure including network, servers, operating systems, storage or even individual application capabilities, with the possible exception of limited user-specific application configuration settings.

2. Data Ownership: The public jurisdiction will own all right, title and interest in its data that is related to the services provided by this contract. The service provider shall not access public jurisdiction user accounts or public jurisdiction data, except (1) in the course of data center operations, (2) in response to service or technical issues, (3) as required by the express terms of this contract or (4) at the public jurisdiction's written request.

3. Data Protection and Privacy: Protection of personal privacy and data shall be an integral part of the business activities of the service provider to ensure there is no inappropriate or unauthorized use of public jurisdiction information at any time. To this end, the service provider shall safeguard the confidentiality, integrity and availability of public jurisdiction information and comply with the following conditions:

- a) The service provider shall implement and maintain appropriate administrative, technical and physical security measures to safeguard against unauthorized access, disclosure or theft of personal data and non-public data. In Appendix A,

the public jurisdiction shall indicate whether restricted information will be processed by the service provider. Such security measures shall be in accordance with recognized industry practice and not less stringent than the measures the service provider applies to its own personal data and non-public data of similar kind. The service provider shall ensure that all such measures, including the manner in which personal data and non-public data are collected, accessed, used, stored, processed, disposed of and disclosed, comply with applicable data protection and privacy laws, as well as the terms and conditions of this Addendum and shall survive termination of the underlying contract.

- b) The service provider represents and warrants that its collection, access, use, storage, disposal and disclosure of personal data and non-public data do and will comply with all applicable federal and state privacy and data protection laws, as well as all other applicable regulations, policies and directives.
- c) The service provider shall support third-party multi-factor authentication integration with the public jurisdiction third-party identity provider to safeguard personal data and non-public data.
- d) If, in the course of its engagement by the public jurisdiction, the service provider has access to or will collect, access, use, store, process, dispose of or disclose credit, debit or other payment cardholder information, the service provider shall at all times remain in compliance with the Payment Card Industry Data Security Standard ("PCI DSS") requirements, including remaining aware at all times of changes to the PCI DSS and promptly implementing all procedures and practices as may be necessary to remain in compliance with the PCI DSS, in each case, at the service provider's sole cost and expense. All data obtained by the service provider in the performance of this contract shall become and remain the property of the public jurisdiction.
- e) All personal data shall be encrypted at rest and in transit with controlled access. Unless otherwise stipulated, the service provider is responsible for encryption of the personal data.
- f) Unless otherwise stipulated, the service provider shall encrypt all non-public data at rest and in transit, in accordance with recognized industry practice. The public jurisdiction shall identify data it deems as non-public data to the service provider.
- g) At no time shall any data or process – that either belong to or are intended for the use of a public jurisdiction or its officers, agents or employees — be copied, disclosed or retained by the service provider or any party related to the service provider for subsequent use in any transaction that does not include the public jurisdiction.
- h) The service provider shall not use or disclose any information collected in connection with the service issued from this proposal for any purpose other than fulfilling the service.
- i) Data Location. For non-public data and personal data, the service provider shall provide its data center services to the public jurisdiction and its end users solely from data centers in the U.S. Storage of public jurisdiction data at rest shall be located solely in data centers in the U.S. The service provider shall not allow its personnel or contractors to *store* public jurisdiction data on portable devices, including personal computers, except for devices that are used and kept only at its

U.S. data centers. With agreement from the public jurisdiction, this term may be met by the service provider providing its services from an acceptable alternative data center location, which agreement shall be stated in Appendix A. The Service Provider may also request permission to utilize an acceptable alternative data center location during a procurement's question and answer period by submitting a question to that effect. The service provider shall permit its personnel and contractors to access public jurisdiction data remotely only as required to provide technical support.

4. Security Incident or Data Breach Notification: The service provider shall inform the public jurisdiction of any confirmed security incident or data breach.

- a) Incident Response: The service provider may need to communicate with outside parties regarding a security incident, which may include contacting law enforcement, fielding media inquiries and seeking external expertise as defined by law or contained in the contract. Discussing security incidents with the public jurisdiction shall be handled on an urgent as-needed basis, as part of service provider communication and mitigation processes defined by law or contained in the contract.
- b) Security Incident Reporting Requirements: The service provider shall report a confirmed Security Incident as soon as practicable, but no later than twenty-four (24) hours after the service provider becomes aware of it, to: (1) the department privacy officer, by email, with a read receipt, identified in Appendix A; and, (2) unless otherwise directed by the public jurisdiction in the underlying contract, the WVOT Online Computer Security and Privacy Incident Reporting System at <https://apps.wv.gov/ot/ir/Default.aspx>, and (3) the public jurisdiction point of contact for general contract oversight/administration. The following information shall be shared with the public jurisdiction: (1) incident phase (detection and analysis; containment, eradication and recovery; or post-incident activity), (2) projected business impact, and, (3) attack source information.
- c) Breach Reporting Requirements: Upon the discovery of a data breach or unauthorized access to non-public data, the service provider shall immediately report to: (1) the department privacy officer, by email, with a read receipt, identified in Appendix A; and, (2) unless otherwise directed by the public jurisdiction in the underlying contract, the WVOT Online Computer Security and Privacy Incident Reporting System at <https://apps.wv.gov/ot/ir/Default.aspx>, and the public jurisdiction point of contact for general contract oversight/administration.

5. Breach Responsibilities: This section only applies when a data breach occurs with respect to personal data within the possession or control of the service provider.

- a) Immediately after being awarded a contract, the service provider shall provide the public jurisdiction with the name and contact information for an employee of service provider who shall serve as the public jurisdiction's primary security contact and shall be available to assist the public jurisdiction twenty-four (24) hours per day, seven (7) days per week as a contact in resolving obligations associated with a data breach. The service provider may provide this information in Appendix A.

- b) Immediately following the service provider's notification to the public jurisdiction of a data breach, the parties shall coordinate cooperate with each other to investigate the data breach. The service provider agrees to fully cooperate with the public jurisdiction in the public jurisdiction's handling of the matter, including, without limitation, at the public jurisdiction's request, making available all relevant records, logs, files, data reporting and other materials required to comply with applicable law and regulation.
- c) Within 72 hours of the discovery, the service provider shall notify the parties listed in 4(c) above, to the extent known: (1) date of discovery; (2) list of data elements and the number of individual records; (3) description of the unauthorized persons known or reasonably believed to have improperly used or disclosed the personal data; (4) description of where the personal data is believed to have been improperly transmitted, sent, or utilized; and, (5) description of the probable causes of the improper use or disclosure.
- d) The service provider shall (1) cooperate with the public jurisdiction as reasonably requested by the public jurisdiction to investigate and resolve the data breach, (2) promptly implement necessary remedial measures, if necessary, and prevent any further data breach at the service provider's expense in accordance with applicable privacy rights, laws and regulations and (3) document responsive actions taken related to the data breach, including any post-incident review of events and actions taken to make changes in business practices in providing the services, if necessary.
- e) If a data breach is a direct result of the service provider's breach of its contract obligation to encrypt personal data or otherwise prevent its release, the service provider shall bear the costs associated with (1) the investigation and resolution of the data breach; (2) notifications to individuals, regulators or others required by state or federal law; (3) a credit monitoring service (4) a website or a toll-free number and call center for affected individuals required by state law — all not to exceed the average per record per person cost calculated for data breaches in the United States in the most recent Cost of Data Breach Study: Global Analysis published by the Ponemon Institute at the time of the data breach (or other similar publication if the named publication has not issued an updated average per record per cost in the last 5 years at the time of the data breach); and (5) complete all corrective actions as reasonably determined by service provider based on root cause. The service provider agrees that it shall not inform any third party of any data breach without first obtaining the public jurisdiction's prior written consent, other than to inform a complainant that the matter has been forwarded to the public jurisdiction's legal counsel and/or engage a third party with appropriate expertise and confidentiality protections for any reason connected to the data breach. Except with respect to where the service provider has an independent legal obligation to report a data breach, the service provider agrees that the public jurisdiction shall have the sole right to determine: (1) whether notice of the data breach is to be provided to any individuals, regulators, law enforcement agencies, consumer reporting agencies or others, as required by law or regulation, or otherwise in the public jurisdiction's discretion; and (2) the contents of such notice, whether any

type of remediation may be offered to affected persons, and the nature and extent of any such remediation. The service provider retains the right to report activity to law enforcement.

6. Notification of Legal Requests: The service provider shall contact the public jurisdiction upon receipt of any electronic discovery, litigation holds, discovery searches and expert testimonies related to the public jurisdiction's data under this contract, or which in any way might reasonably require access to the data of the public jurisdiction. The service provider shall not respond to subpoenas, service of process and other legal requests related to the public jurisdiction without first notifying the public jurisdiction, unless prohibited by law from providing such notice.

7. Termination and Suspension of Service:

- a) In the event of a termination of the contract, the service provider shall implement an orderly return of public jurisdiction data within the time period and format specified in the contract (or in the absence of a specified time and format, a mutually agreeable time and format) and after the data has been successfully returned, securely and permanently dispose of public jurisdiction data.
- b) During any period of service suspension, the service provider shall not take any action to intentionally erase any public jurisdiction data.
- c) In the event the contract does not specify a time or format for return of the public jurisdiction's data and an agreement has not been reached, in the event of termination of any services or agreement in entirety, the service provider shall not take any action to intentionally erase any public jurisdiction data for a period of:
 - 10 days after the effective date of termination, if the termination is in accordance with the contract period
 - 30 days after the effective date of termination, if the termination is for convenience
 - 60 days after the effective date of termination, if the termination is for cause

After such period, the service provider shall have no obligation to maintain or provide any public jurisdiction data and shall thereafter, unless legally prohibited, delete all public jurisdiction data in its systems or otherwise in its possession or under its control.

- d) The public jurisdiction shall be entitled to any post-termination assistance generally made available with respect to the services, unless a unique data retrieval arrangement has been established as part of the Contract.
- e) The service provider shall securely dispose of all requested data in all of its forms, such as disk, CD/ DVD, backup tape and paper, when requested by the public jurisdiction. Data shall be permanently deleted and shall not be recoverable, according to National Institute of Standards and Technology (NIST)-approved methods. Certificates of destruction shall be provided to the public jurisdiction.

8. Background Checks: The service provider shall conduct criminal background checks in compliance with W.Va. Code §15-2D-3 and not utilize any staff to fulfill the obligations

of the contract, including subcontractors, who have been convicted of any crime of dishonesty, including but not limited to criminal fraud, or otherwise convicted of any felony or misdemeanor offense for which incarceration for up to 1 year is an authorized penalty. The service provider shall promote and maintain an awareness of the importance of securing the public jurisdiction's information among the service provider's employees and agents.

9. Oversight of Authorized Persons: During the term of each authorized person's employment or engagement by service provider, service provider shall at all times cause such persons to abide strictly by service provider's obligations under this Agreement and service provider's standard policies and procedures. The service provider further agrees that it shall maintain a disciplinary process to address any unauthorized access, use or disclosure of personal data by any of service provider's officers, partners, principals, employees, agents or contractors.

10. Access to Security Logs and Reports: The service provider shall provide reports to the public jurisdiction in CSV format agreed to by both the service provider and the public jurisdiction. Reports shall include user access (successful and failed attempts), user access IP address, user access history and security logs for all public jurisdiction files and accounts related to this contract.

11. Data Protection Self-Assessment: The service provider shall perform a Cloud Security Alliance STAR Self-Assessment by completing and submitting the "Consensus Assessments Initiative Questionnaire" to the Public Jurisdiction Identified Contact. The service provider shall submit its self-assessment to the public jurisdiction prior to contract award and, upon request, annually thereafter, on the anniversary of the date of contract execution. Any deficiencies identified in the assessment will entitle the public jurisdiction to disqualify the bid or terminate the contract for cause.

12. Data Center Audit: The service provider shall perform an audit of its data center(s) at least annually at its expense and provide a redacted version of the audit report upon request. The service provider may remove its proprietary information from the redacted version. A Service Organization Control (SOC) 2 audit report or approved equivalent sets the minimum level of a third-party audit. Any deficiencies identified in the report or approved equivalent will entitle the public jurisdiction to disqualify the bid or terminate the contract for cause.

13. Change Control and Advance Notice: The service provider shall give 30 days, advance notice (to the public jurisdiction of any upgrades (e.g., major upgrades, minor upgrades, system changes) that may impact service availability and performance. A major upgrade is a replacement of hardware, software or firmware with a newer or better version in order to bring the system up to date or to improve its characteristics.

14. Security:

- a) At a minimum, the service provider's safeguards for the protection of data shall include: (1) securing business facilities, data centers, paper files, servers, back-up

systems and computing equipment, including, but not limited to, all mobile devices and other equipment with information storage capability; (2) implementing network, device application, database and platform security; (3) securing information transmission, storage and disposal; (4) implementing authentication and access controls within media, applications, operating systems and equipment; (5) implementing appropriate personnel security and integrity procedures and practices, including, but not limited to, conducting background checks consistent with applicable law; and (6) providing appropriate privacy and information security training to service provider's employees.

- b) The service provider shall execute well-defined recurring action steps that identify and monitor vulnerabilities and provide remediation or corrective measures. Where the service provider's technology or the public jurisdiction's required dependence on a third-party application to interface with the technology creates a critical or high risk, the service provider shall remediate the vulnerability as soon as possible. The service provider must ensure that applications used to interface with the service provider's technology remain operationally compatible with software updates.
- c) Upon the public jurisdiction's written request, the service provider shall provide a high-level network diagram with respect to connectivity to the public jurisdiction's network that illustrates the service provider's information technology network infrastructure.

15. Non-disclosure and Separation of Duties: The service provider shall enforce separation of job duties, require commercially reasonable non-disclosure agreements, and limit staff knowledge of public jurisdiction data to that which is absolutely necessary to perform job duties.

16. Import and Export of Data: The public jurisdiction shall have the ability to securely import, export or dispose of data in standard format in piecemeal or in entirety at its discretion without interference from the service provider. This includes the ability for the public jurisdiction to import or export data to/from other service providers identified in the contract (or in the absence of an identified format, a mutually agreeable format).

17. Responsibilities: The service provider shall be responsible for the acquisition and operation of all hardware, software and network support related to the cloud services being provided. The technical and professional activities required for establishing, managing and maintaining the environments are the responsibilities of the service provider.

18. Subcontractor Compliance: The service provider shall ensure that any of its subcontractors to whom it provides any of the personal data or non-public data it receives hereunder, or to whom it provides any personal data or non-public data which the service provider creates or receives on behalf of the public jurisdiction, agree to the restrictions, terms and conditions which apply to the service provider hereunder.

19. Right to Remove Individuals: The public jurisdiction shall have the right at any time to require that the service provider remove from interaction with public jurisdiction any

service provider representative who the public jurisdiction believes is detrimental to its working relationship with the service provider. The public jurisdiction shall provide the service provider with notice of its determination, and the reasons it requests the removal. If the public jurisdiction signifies that a potential security violation exists with respect to the request, the service provider shall immediately remove such individual. The service provider shall not assign the person to any aspect of the contract without the public jurisdiction's consent.

20. Business Continuity and Disaster Recovery: The service provider shall provide a business continuity and disaster recovery plan executive summary upon request. Lack of a plan will entitle the public jurisdiction to terminate this contract for cause.

21. Compliance with Accessibility Standards: The service provider shall comply with and adhere to Accessibility Standards of Section 508 Amendment to the Rehabilitation Act of 1973.

22. Web Services: The service provider shall use web services exclusively to interface with the public jurisdiction's data in near real time when possible.

23. Encryption of Data at Rest: The service provider shall ensure hard drive encryption consistent with validated cryptography standards as referenced in FIPS 140-2, Security Requirements for Cryptographic Modules for all personal data.

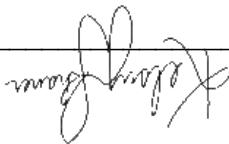
24. Subscription Terms: Service provider grants to a public jurisdiction a license to:

- a. Access and use the service for its business purposes;
- b. For SaaS, use underlying software as embodied or used in the service; and
- c. View, copy, upload, download (where applicable), and use service provider's documentation.

25. Equitable Relief: Service provider acknowledges that any breach of its covenants or obligations set forth in Addendum may cause the public jurisdiction irreparable harm for which monetary damages would not be adequate compensation and agrees that, in the event of such breach or threatened breach, the public jurisdiction is entitled to seek equitable relief, including a restraining order, injunctive relief, specific performance and any other relief that may be available from any court, in addition to any other remedy to which the public jurisdiction may be entitled at law or in equity. Such remedies shall not be deemed to be exclusive but shall be in addition to all other remedies available at law or in equity, subject to any express exclusions or limitations in this Addendum to the contrary.

AGREED:

Name of Agency: Concourse Tech Inc

Signature: 

Title: Operations Manager

Date: September 29, 2026

Name of Vendor: _____

Signature: _____

Title: _____

Date: _____

Appendix A

(To be completed by the Agency's Procurement Officer prior to the execution of the Addendum, and shall be made a part of the Addendum. Required information not identified prior to execution of the Addendum may only be added by amending Appendix A and the Addendum, via Change Order.)

Name of Service Provider/Vendor: Concourse Tech Inc.

Name of Agency: _____

Agency/public jurisdiction's required information:

1. Will restricted information be processed by the service provider?
Yes ☐
No ☒
2. If yes to #1, does the restricted information include personal data?
Yes ☐
No ☐
3. If yes to #1, does the restricted information include non-public data?
Yes ☐
No ☐
4. If yes to #1, may the service provider store public jurisdiction data in a data center in an acceptable alternative data center location, which is a country that is not the U.S.?
Yes ☐
No ☐

5. Provide name and email address for the Department privacy officer:

Name: Named security contact provided upon award.

Email address: _____

Vendor/Service Provider's required information:

6. Provide name and contact information for vendor's employee who shall serve as the public jurisdiction's primary security contact:

Name: Kelsey Shaner

Email address: sales@concoursetech.com

Phone Number: (646) 305-9964

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.

2. DEFINITIONS: As used in this Solicitation/Contract, the following terms shall have the meanings attributed to them below. Additional definitions may be found in the specifications included with this Solicitation/Contract.

2.1. "Agency" or "Agencies" means the agency, board, commission, or other entity of the State of West Virginia that is identified on the first page of the Solicitation or any other public entity seeking to procure goods or services under this Contract.

2.2. "Bid" or "Proposal" means the vendors submitted response to this solicitation.

2.3. "Contract" means the binding agreement that is entered into between the State and the Vendor to provide the goods or services requested in the Solicitation.

2.4. "Director" means the Director of the West Virginia Department of Administration, Purchasing Division.

2.5. "Purchasing Division" means the West Virginia Department of Administration, Purchasing Division.

2.6. "Award Document" means the document signed by the Agency and the Purchasing Division, and approved as to form by the Attorney General, that identifies the Vendor as the contract holder.

2.7. "Solicitation" means the official notice of an opportunity to supply the State with goods or services that is published by the Purchasing Division.

2.8. "State" means the State of West Virginia and/or any of its agencies, commissions, boards, etc. as context requires.

2.9. "Vendor" or "Vendors" means any entity submitting a bid in response to the Solicitation, the entity that has been selected as the lowest responsible bidder, or the entity that has been awarded the Contract as context requires.

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

☒ **Term Contract**

Initial Contract Term: The Initial Contract Term will be for a period of One (1) Year. The Initial Contract Term becomes effective on the effective start date listed on the first page of this Contract, identified as the State of West Virginia contract cover page containing the signatures of the Purchasing Division, Attorney General, and Encumbrance clerk (or another page identified as _____), and the Initial Contract Term ends on the effective end date also shown on the first page of this Contract.

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 (4) Four 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 _____ days. Upon completion of the work covered by the preceding sentence, the vendor agrees that:

☐ the contract will continue for _____ years;

☐ the 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).

☐ **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.

☐ **Construction/Project Oversight:** This Contract becomes effective on the effective start date listed on the first page of this Contract, identified as the State of West Virginia contract cover page containing the signatures of the Purchasing Division, Attorney General, and Encumbrance clerk (or another page identified as _____), and continues until the project for which the vendor is providing oversight is complete.

☐ **Other:** Contract Term specified in _____

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.

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.

☐ **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.

☐ **Construction:** This Contract is for construction activity more fully defined in the specifications.

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.

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

☐ **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.

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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.

8. INSURANCE: The apparent successful Vendor shall furnish proof of the insurance identified by a checkmark below 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: _____ 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: \$1,000,000.00 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.

☐

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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.

10. VENUE: All legal actions for damages brought by Vendor against the State shall be brought in the West Virginia Claims Commission. Other causes of action must be brought in the West Virginia court authorized by statute to exercise jurisdiction over it.

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.

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.

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.

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.

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.)

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.

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.

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.

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.

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

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.

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.

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.

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.

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.

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.

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.

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.

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.

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.

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 www.state.wv.us/admin/purchase/privacy.

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

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

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

32. LICENSING: In accordance with West Virginia Code of State Rules § 148-1-6.1.e, Vendor must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, West Virginia Insurance Commission, or any other state agency or political subdivision. 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.

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.

33. ANTITRUST: In submitting a bid to, signing a contract with, or accepting a Award Document from any agency of the State of West Virginia, the Vendor agrees to convey, sell, assign, or transfer to the State of West Virginia all rights, title, and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the State of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to Vendor.

34. VENDOR NON-CONFLICT: Neither Vendor nor its representatives are permitted to have any interest, nor shall they 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.

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

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

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

37. NO DEBT CERTIFICATION: 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. By submitting a bid, or entering into a contract with the State, Vendor is affirming 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, neither the Vendor nor any related party owe a debt as defined above, and neither the Vendor nor any related party are in employer default as defined in the statute cited above unless the debt or employer default is permitted under the statute.

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.

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 via email at purchasing.division@wv.gov.

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.

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 hearth, 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.

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 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.

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 disclosure of interested parties prior to beginning work under this Contract. Additionally, the Vendor must submit a supplemental disclosure of interested parties reflecting any new or differing interested parties to the contract, which were not included in the original pre-work 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.

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.

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.

46. ISRAEL BOYCOTT: Bidder understands and agrees that, pursuant to W. Va. Code § 5A-3-63, it is prohibited from engaging in a boycott of Israel during the term of this contract.

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.

(Printed Name and Title) Kelsey Shaner, Operations Manager

(Address) 169 Madison Ave, Suite 15520, New York, NY 10016

(Phone Number) / (Fax Number) Phone: (646) 305-9964 Fax: (332) 529-1022

(email address) sales@concoursetech.com

CERTIFICATION AND SIGNATURE: By signing below, or submitting documentation through wvOASIS, I certify that: I have reviewed this Solicitation/Contract 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/Contract 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 this bid or offer was made without prior understanding, agreement, or connection with any entity submitting a bid or offer for the same material, supplies, equipment or services; that this bid or offer is in all respects fair and without collusion or fraud; 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; 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; and that pursuant to W. Va. Code 5A-3-63, the entity entering into this contract is prohibited from engaging in a boycott against Israel.

Concourse Tech Inc.
(Company) Kelsey Shaner

(Signature of Authorized Representative)

Kelsey Shaner, Operations Manager

Sept 26, 2026

(Printed Name and Title of Authorized Representative) (Date)

Phone: (646) 305-9964

Fax: (332) 529-1022

(Phone Number) (Fax Number)

sales@concoursetech.com

(Email Address)

EXHIBIT A - PRICING PAGE
LOCATION - BUILDING 5, ROOM A-720 CHARLESTON, WV 25305
81270011 AI Utility Mapping

Specifications Reference	Description	Unit of Measure	Quantity	Unit Cost	Extended Price Total	Year 2	Year 3	Year 4	Year 5
3.1	Enterprise SaaS Application License (Unlimited Users)	Year	1	\$403,500.00	\$403,500.00	\$ 403,500.00	\$ 403,500.00	\$ 403,500.00	\$ 403,500.00
3.1a	Standard Project Processing (Up to 200 projects max)	Project	200	\$0.00	\$0.00				
3.1b	Advanced QA / Engineering Validation (Up to 50 projects max)	Project	50	\$0.00	\$0.00				
3.2.1	Dedicated Consulting & Research Hours	Hour	50	\$0.00	\$0.00				
3.2.2	Onboarding & Training Sessions	Sessions	10	\$0.00	\$0.00				
\$403,500.00									
The Pricing Pages contain a list of the Contract Items and quantities to be purchased. **All quantities are estimated and can be more or less**									



Vendor Signature



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
Info Technology

Proc Folder: 2046246 **Reason for Modification:**

Doc Description: AI Utility Mapping (81270011)

Proc Type: Central Master Agreement			
Date Issued	Solicitation Closes	Solicitation No	Version
2026-08-24	2026-09-22 13:30	CRFQ 0803 DOT2700000011	1

BID RECEIVING LOCATION

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

VENDOR

Vendor Customer Code: SUP301681
Vendor Name : Concourse Tech Inc.
Address : 169 Madison Ave, Suite 15520
Street :
City : New York
State : NY
Country : USA
Zip : 10016
Principal Contact : Kelsey Shaner
Vendor Contact Phone: 646 305-9964
Extension:

FOR INFORMATION CONTACT THE BUYER

John W Estep
304-558-2566
john.w.estep@wv.gov

Vendor Signature X  **FEIN#** 92-0732705 **DATE** Sept 26, 2026

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

ADDITIONAL INFORMATION**REQUEST FOR QUOTATION:**

The West Virginia Purchasing Division is soliciting bids on behalf of West Virginia Department of Transportation to establish an open-end contract to initiate a Pilot Project to utilize Artificial Intelligence (AI) for utility mapping across various design projects statewide. Per the Bid Requirements, Specifications, Terms and Conditions attached to this solicitation.

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Yr 1 Enterprise SaaS Application License (Unlimited Users)	1		\$403,500	\$403,500

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:

AI Utility Mapping
Specifications Reference 3.1

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
2	Yr 1 Standard Project Processing (Up to 200 projects max)	200.00000	EA	Included	Included

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:

AI Utility Mapping
Specifications Reference 3.1a

INVOICE TO			SHIP TO		
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720		
CHARLESTON		WV	CHARLESTON		WV
US			US		
Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
3	Yr 1 Advanced QA / Engineering Validation	50.00000	EA	Included	Included

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:

AI Utility Mapping
Specifications Reference 3.1b

INVOICE TO			SHIP TO		
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720		
CHARLESTON		WV	CHARLESTON		WV
US			US		
Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
4	Yr 1 Dedicated Consulting & Research Hours	50.00000	HOUR	Included	Included

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:

AI Utility Mapping
Specifications Reference 3.2.1

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
5	Yr 1 Onboarding & Training Sessions	10.00000	EA	Included	Included

Comm Code	Manufacturer	Specification	Model #
43232502			

Extended Description:
AI Utility Mapping
Specifications Reference 3.2.2

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
6	Yr 2 Enterprise SaaS Application License (Unlimited Users)	1		\$403,500	\$403,500

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:
AI Utility Mapping
Specifications Reference 3.1
Optional Renewal Year 2

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
7	Yr 2 Standard Project Processing	200.00000	EA	Included	Included

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:

AI Utility Mapping
Specifications Reference 3.1a
Optional Renewal Year 2

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
8	Yr 2 Advanced QA / Engineering Validation	50.00000	EA	Included	Included

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:

AI Utility Mapping
Specifications Reference 3.1b
Optional Renewal Year 2

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
9	Yr 2 Dedicated Consulting & Research Hours	50.00000	HOUR	Included	Included

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:
 AI Utility Mapping
 Specifications Reference 3.2.1
 Optional Renewal Year 2

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
10	Yr 2 Onboarding & Training Sessions	10.00000	EA	Included	Included

Comm Code	Manufacturer	Specification	Model #
43232502			

Extended Description:
 AI Utility Mapping
 Specifications Reference 3.2.2
 Optional Renewal Year 2

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
11	Yr 3 Enterprise SaaS Application License (Unlimited Users)	1		\$403,500	\$403,500

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:

AI Utility Mapping
Specifications Reference 3.1
Optional Renewal Year 3

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
12	Yr 3 Standard Project Processing (Up to 200 projects max)	200.00000	EA	Included	Included

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:

AI Utility Mapping
Specifications Reference 3.1a
Optional Renewal Year 3

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
13	Yr 3 Advanced QA / Engineering Validation - max 50 proj	50.00000	EA	Included	Included

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:

AI Utility Mapping
Specifications Reference 3.1b
Optional Renewal Year 3

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
14	Yr 3 Dedicated Consulting & Research Hours	50.00000	HOUR	Included	Included

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:

AI Utility Mapping
Specifications Reference 3.2.1
Optional Renewal Year 3

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
15	Yr 3 Onboarding & Training Sessions	10.00000	EA	Included	Included

Comm Code	Manufacturer	Specification	Model #
43232502			

Extended Description:

AI Utility Mapping
Specifications Reference 3.2.2
Optional Renewal Year 3

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
16	Yr 4 Enterprise SaaS Application License (Unlimited Users)	1		\$403,500	\$403,500

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:

AI Utility Mapping
Specifications Reference 3.1
Optional Renewal Year 4

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
17	Yr 4 Standard Project Processing (Up to 200 projects max)	200.00000	EA	Included	Included

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:
 AI Utility Mapping
 Specifications Reference 3.1a
 Optional Renewal Year 4

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
18	Yr 4 Advanced QA / Engineering Validation - max 50 proj	50.00000	EA	Included	Included

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:
 AI Utility Mapping
 Specifications Reference 3.1b
 Optional Renewal Year 4

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
19	Yr 4 Dedicated Consulting & Research Hours	0.00000	HOUR	Included	Included

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:

AI Utility Mapping
Specifications Reference 3.2.1
Optional Renewal Year 4

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
20	Yr 4 Onboarding & Training Sessions	10.00000	EA	Included	Included

Comm Code	Manufacturer	Specification	Model #
43232502			

Extended Description:

AI Utility Mapping
Specifications Reference 3.2.2
Optional Renewal Year 4

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
21	Yr 5 Enterprise SaaS Application License (Unlimited Users)	1		\$403,500	\$403,500

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:

AI Utility Mapping
Specifications Reference 3.1
Optional Renewal Year 5

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
22	Yr 5 Standard Project Processing (Up to 200 projects max)	200.00000	EA	Included	Included

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:

AI Utility Mapping
Specifications Reference 3.1a
Optional Renewal Year 5

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
23	Yr 5 Advanced QA / Engineering Validation - max 50 proj	50.00000	EA	Included	Included

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:

AI Utility Mapping
Specifications Reference 3.1b
Optional Renewal Year 5

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
24	Yr 5 Dedicated Consulting & Research Hours	50.00000	HOUR	Included	Included

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:

AI Utility Mapping
Specifications Reference 3.2.1
Optional Renewal Year 5

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
25	Yr 5 Onboarding & Training Sessions	10.00000	EA	Included	Included

Comm Code	Manufacturer	Specification	Model #
43232502			

Extended Description:
AI Utility Mapping
Specifications Reference 3.2.2
Optional Renewal Year 5

SCHEDULE OF EVENTS		
<u>Line</u>	<u>Event</u>	<u>Event Date</u>
1	Tech Question due by 10:00am	2026-09-08

	Document Phase	Document Description	Page 15
DOT2700000011	Final	AI Utility Mapping (81270011)	

ADDITIONAL TERMS AND CONDITIONS

See attachment(s) for additional Terms and Conditions



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
Info Technology

Proc Folder: 2046246

Doc Description: AI Utility Mapping (81270011)

Reason for Modification:

ADDENDUM NO_1
Vendor Questions and
Responses
Bid Opening moves to 09/29/2026

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2026-09-09	2026-09-29 13:30	CRFQ 0803 DOT2700000011	2

BID RECEIVING LOCATION

BID CLERK

DEPARTMENT OF ADMINISTRATION

PURCHASING DIVISION

2019 WASHINGTON ST E

CHARLESTON WV 25305

US

VENDOR

Vendor Customer Code: SUP301681

Vendor Name : Concourse Tech Inc.

Address : 169 Madison Ave. Suite 15520

Street :

City : New York

State : NY

Country : USA

Zip : 10016

Principal Contact : Kelsey Shaner

Vendor Contact Phone: (646) 305-9964

Extension:

FOR INFORMATION CONTACT THE BUYER

John W Estep

304-558-2566

john.w.estep@wv.gov

Vendor
Signature X

FEIN# 92-0732705

DATE Sept 26, 2026

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

ADDITIONAL INFORMATION

Addendum No_1

Addendum No_1 issued to publish and distribute the attached information to the Vendor Community.

REQUEST FOR QUOTATION:

The West Virginia Purchasing Division is soliciting bids on behalf of West Virginia Department of Transportation to establish an open-end contract to initiate a Pilot Project to utilize Artificial Intelligence (AI) for utility mapping across various design projects statewide. Per the Bid Requirements, Specifications, Terms and Conditions attached to this solicitation.

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Yr 1 Enterprise SaaS Application License (Unlimited Users)	1		\$403,500	\$403,500

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:

AI Utility Mapping
Specifications Reference 3.1

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
2	Yr 1 Standard Project Processing (Up to 200 projects max)	200.00000	EA	Included	Included

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:

AI Utility Mapping
Specifications Reference 3.1a

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
3	Yr 1 Advanced QA / Engineering Validation	50.00000	EA	Included	Included

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:
AI Utility Mapping
Specifications Reference 3.1b

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
4	Yr 1 Dedicated Consulting & Research Hours	50.00000	HOUR	Included	Included

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:
AI Utility Mapping
Specifications Reference 3.2.1

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
5	Yr 1 Onboarding & Training Sessions	10.00000	EA	Included	Included

Comm Code	Manufacturer	Specification	Model #
43232502			

Extended Description:
 AI Utility Mapping
 Specifications Reference 3.2.2

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
6	Yr 2 Enterprise SaaS Application License (Unlimited Users)			\$403,500	\$403,500

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:
 AI Utility Mapping
 Specifications Reference 3.1
 Optional Renewal Year 2

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
7	Yr 2 Standard Project Processing	200.00000	EA	Included	Included

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:
 AI Utility Mapping
 Specifications Reference 3.1a
 Optional Renewal Year 2

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
8	Yr 2 Advanced QA / Engineering Validation	50.00000	EA	Included	Included

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:
 AI Utility Mapping
 Specifications Reference 3.1b
 Optional Renewal Year 2

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
9	Yr 2 Dedicated Consulting & Research Hours	50.00000	HOUR	Included	Included

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:
 AI Utility Mapping
 Specifications Reference 3.2.1
 Optional Renewal Year 2

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
10	Yr 2 Onboarding & Training Sessions	10.00000	EA	Included	Included

Comm Code	Manufacturer	Specification	Model #
43232502			

Extended Description:
 AI Utility Mapping
 Specifications Reference 3.2.2
 Optional Renewal Year 2

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
11	Yr 3 Enterprise SaaS Application License (Unlimited Users)			\$403,500	\$403,500

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:
 AI Utility Mapping
 Specifications Reference 3.1
 Optional Renewal Year 3

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
12	Yr 3 Standard Project Processing (Up to 200 projects max)	200.00000	EA	Included	Included

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:
 AI Utility Mapping
 Specifications Reference 3.1a
 Optional Renewal Year 3

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
13	Yr 3 Advanced QA / Engineering Validation - max 50 proj	50.00000	EA	Included	Included

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:

AI Utility Mapping
Specifications Reference 3.1b
Optional Renewal Year 3

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
14	Yr 3 Dedicated Consulting & Research Hours	50.00000	HOUR	Included	Included

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:

AI Utility Mapping
Specifications Reference 3.2.1
Optional Renewal Year 3

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
15	Yr 3 Onboarding & Training Sessions	10.00000	EA	Included	Included

Comm Code	Manufacturer	Specification	Model #
43232502			

Extended Description:
 AI Utility Mapping
 Specifications Reference 3.2.2
 Optional Renewal Year 3

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
16	Yr 4 Enterprise SaaS Application License (Unlimited Users)			\$403,500	\$403,500

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:
 AI Utility Mapping
 Specifications Reference 3.1
 Optional Renewal Year 4

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
17	Yr 4 Standard Project Processing (Up to 200 projects max)	200.00000	EA	Included	Included

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:
AI Utility Mapping
Specifications Reference 3.1a
Optional Renewal Year 4

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
18	Yr 4 Advanced QA / Engineering Validation - max 50 proj	50.00000	EA	Included	Included

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:
AI Utility Mapping
Specifications Reference 3.1b
Optional Renewal Year 4

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
19	Yr 4 Dedicated Consulting & Research Hours	0.00000	HOUR	Included	Included

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:

AI Utility Mapping
Specifications Reference 3.2.1
Optional Renewal Year 4

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
20	Yr 4 Onboarding & Training Sessions	10.00000	EA	Included	Included

Comm Code	Manufacturer	Specification	Model #
43232502			

Extended Description:

AI Utility Mapping
Specifications Reference 3.2.2
Optional Renewal Year 4

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
21	Yr 5 Enterprise SaaS Application License (Unlimited Users)			\$403,500	\$403,500

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:

AI Utility Mapping
Specifications Reference 3.1
Optional Renewal Year 5

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
22	Yr 5 Standard Project Processing (Up to 200 projects max)	200.00000	EA	Included	Included

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:

AI Utility Mapping
Specifications Reference 3.1a
Optional Renewal Year 5

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
23	Yr 5 Advanced QA / Engineering Validation - max 50 proj	50.00000	EA	Included	Included

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:
 AI Utility Mapping
 Specifications Reference 3.1b
 Optional Renewal Year 5

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
24	Yr 5 Dedicated Consulting & Research Hours	50.00000	HOUR	Included	Included

Comm Code	Manufacturer	Specification	Model #
43230000			

Extended Description:
 AI Utility Mapping
 Specifications Reference 3.2.1
 Optional Renewal Year 5

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
25	Yr 5 Onboarding & Training Sessions	10.00000	EA	Included	Included

Comm Code	Manufacturer	Specification	Model #
43232502			

Extended Description:
 AI Utility Mapping
 Specifications Reference 3.2.2
 Optional Renewal Year 5

SCHEDULE OF EVENTS		
<u>Line</u>	<u>Event</u>	<u>Event Date</u>
1	Tech Question due by 10:00am	2026-09-08

	Document Phase	Document Description	Page 15
DOT2700000011	Final	AI Utility Mapping (81270011)	

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