



**State of West Virginia  
Department of Administration  
Purchasing Division**

**NOTICE**

Due to the size of this bid, it was impractical to scan every page for online viewing. We have made an attempt to scan and publish all pertinent bid information. However, it is important to note that some pages were necessarily omitted.

If you would like to review the bid in its entirety, please contact the buyer. Thank you.

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October 20, 2009

Ms Roberta Wagner  
State of West Virginia  
Department of Administration  
Purchasing Division, Building 15  
2019 Washington Street, East  
Charleston, WV 25305

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PURCHASING DIVISION  
STATE OF WV

**Subject: RFQ No. BPH10027 – Planning, Development and Execution of Homeland Security Exercise and Evaluation Program Compliant Exercises**

Dear Ms. Wagner and Members of the Selection Committee:

Regularly scheduled exercises are critical to ensuring that emergency plans can be executed in times of crisis, and are one of the most effective ways to discover and document necessary modifications. Consequently, the State of West Virginia, Department of Health and Human Resources (DHHR), Bureau of Public Health (BPH), Center for Threat Preparedness (CTP) seeks the services of a qualified firm to plan, develop and execute Homeland Security Exercise and Evaluation Program (HSEEP) compliant exercises.

Beck Disaster Recovery, Inc (BDR) is pleased to submit the following response to provide West Virginia with these essential training and exercise services. We understand and are dedicated to helping our clients plan for and recover from natural, man-made and technological disasters. *Emergency preparedness, response, recovery and mitigation is not only BDR's core business – it's our only business*. BDR is nationally recognized for its ability to design, deliver and document HSEEP compliant exercises involving multiple jurisdictions.

BDR is uniquely qualified to assist the State of West Virginia for the following reasons:

- **Institutional Knowledge of the State of West Virginia.** BDR has previous planning experience with the State. In 2006, the State of West Virginia, Department of Military Affairs and Public Safety selected the BDR Team to rewrite the State's Emergency Operations Plan (EOP) to achieve compliance with industry standards, including the Emergency Management Accreditation Program (EMAP), the National Incident Management System (NIMS) and the Nationwide Plan Review standards.
- **A well-proven approach based on BDR's methodology for exercise planning.** Founded in HSEEP principles, BDR promotes an approach to training, testing and exercising designed for success. We believe participants gain more from exercises conducted in a non-threatening, yet real-life atmosphere using scenarios specific to the unique characteristics of the region. This approach includes extensive data collection to tailor the exercise to the client's resources, capabilities and geography; it also promotes cohesiveness and team building through planning sessions, pre-exercise training and regular, consistent communication.
- **Public health and emergency management professionals with a proven track record.** The BDR Team is comprised of seasoned professionals who have provided public health planning services to dozens of state and local governments across the country. For example, the BDR Team was selected by the Mississippi State Department of Health to perform a number of public health planning projects, including designing a hazard and vulnerability assessment (HVA) template used to develop HVAs for each county in the State of Mississippi, developing a continuity of operations (COOP) plan and performing EOP reviews for healthcare facilities.

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- **Extensive regional exercise and evaluation experience.** The BDR Team consists of emergency management professionals who possess hands-on experience in mitigation, preparedness, response and recovery. Our staff has performed multiple planning and exercise projects, including the development of multi-county/multi-agency regional functional exercises. BDR recently designed and delivered multiple exercises for the Alabama Emergency Management Agency, one of which was a HSEEP compliant full-scale exercise designed to test response and recovery efforts during a search and rescue mission.
- **Singular focus on emergency preparedness, response and recovery.** Unlike other firms whose emergency management practice is a small component of their environmental, engineering or utility business, BDR focuses exclusively on emergency preparedness planning, response and recovery, dedicating 100 percent of our resources, personnel, time and energy into helping our state and local government clients prepare for, respond to and recover from the effects of natural, man-made and technological disasters. As a result, BDR is considered one of the best in the business.

In closing, BDR would like to thank you for the opportunity to submit our qualifications. We look forward to continue working with the State of West Virginia and would be honored to assist you with this very important project. If you have any questions regarding this submittal, please feel free to contact Steve Fruchtman, principal-in-charge, at (703) 554-9360 or via e-mail at [sfruchtman@beckdr.com](mailto:sfruchtman@beckdr.com).

Sincerely,

**BECK DISASTER RECOVERY, INC.**

  
Jonathan Burgiel  
President

	exercise schedule developed with the CTP	5 written and 5 electronic copies of HSEEP compliant CR exercise documents including exercise plan, EEG, and MSEL	\$18,913	
Deliverable 7				
A draft After-Action Report shall be developed and submitted to CTP within 30 days of the end of each exercise. The final after action report shall be submitted to CTP within 60 days of the end of each exercise.				
	A draft After-Action Report shall be developed and submitted to CTP within 30 days of the end of each exercise. The final after action report shall be submitted to CTP within 60 days of the end of each exercise.	AAR for CR exercise	\$17,928	\$30,545
		AAR for COOP exercise	\$12,617	
Grand Total of Exercise Contract				
				\$223,709

**AWARD OF CONTRACT:**

**CONTRACT WILL BE AWARDED TO THE VENDOR WITH THE LOWEST OVERAL TOTAL COST, WHICH MEETS ALL REQUESTED SPECIFICATIONS AND REQUIREMENTS.**