



**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.

July 13, 2010

State of West Virginia

Technical Proposal For Department of
Environmental Protection RFQ Number
DEP15120

HayGroup®



Prepared by:

HayGroup®

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WV PURCHASING
DIVISION



West Virginia Cost Proposal

We are pleased to present an all-inclusive fixed fee quote of \$174,160. The following tables provide the requested breakdown of cost by task as well as distribution of work by staff. Due to the complex nature of the work, a large percentage of the work must be performed by fully qualified actuaries.

DEP 15120 Cost Proposal Format/Bid Sheet

Name of Proposing Firm: **Hay Group, Inc.**

Task	Hours	Total Proposed Cost
Entrance Conference (3.7.a)	16	\$9,967
Actuarial Report (3.7.b 1-7)	258	\$115,739
Physical and Electronic copies of work papers (3.7.c)	18	\$7,862
Three (3) on-site consultations (3.7.d)	44	\$25,629
Exit conference (3.7.e)	16	\$9,967
Monthly status reports (3.7.f)	8	\$4,997
Grand Total	30	\$174,160

Hourly Rates and Projected Work Distribution Assigned Staff

Assigned Staff	Hourly Rate	Projected Distribution
Partner/Principal	\$626.25	37.4%
Senior Actuary	\$619.59	43.4%
Staff Actuary	\$390.00	14.3%
Actuary Assistant	\$125.00	4.7%
Administrative Staff	\$60.00	0.2%
Clerical Staff		
Total		100.0%

The hourly rates listed are considered firm for Fiscal Year 2010, and are for the purposes of submitting progress payment requests only. Ancillary expenses (travel, meals, lodging, etc.) are included in the Total Proposed Cost and proposed hourly rates.

RFQ No DEP15120

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

West Virginia Code §5A-3-10a states: No contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and the debt owned is an amount greater than one thousand dollars in the aggregate

DEFINITIONS:

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Debtor" means any individual, corporation, partnership, association, Limited Liability Company or any other form or business association owing a debt to the state or any of its political subdivisions. "Political subdivision" means any county commission; municipality; county board of education; any instrumentality established by a county or municipality; any separate corporation or instrumentality established by one or more counties or municipalities, as permitted by law; or any public body charged by law with the performance of a government function or whose jurisdiction is coextensive with one or more counties or municipalities. "Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceeds five percent of the total contract amount.

EXCEPTION: The prohibition of this section does not apply where a vendor has contested any tax administered pursuant to chapter eleven of this code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

Under penalty of law for false swearing (*West Virginia Code §61-5-3*), it is hereby certified that the vendor affirms and acknowledges the information in this affidavit and is in compliance with the requirements as stated.

WITNESS THE FOLLOWING SIGNATURE

Vendor's Name: HAY GROUP

Authorized Signature: Adam Reese Date: 7/9/2010

State of Virginia ADAM S. REESE

County of Alington, to-wit:

Taken, subscribed, and sworn to before me this 9 day of December, 2010.

My Commission expires Jan 31, 2012.

AFFIX SEAL HERE

NOTARY PUBLIC Ellen T. Bellfield

