

RFQ: WIC11163  
Miles Investigations, Inc.  
Proposal to Provide WIC Compliance Investigation Services

# Miles Investigations, Inc.

12225 S. W. 2<sup>nd</sup> St. Suite 200 Beaverton, OR 97005  
Phone 503-574-2771 / Fax 503-574-2772  
milesore@aol.com / www.milesinvestigations.com

June 10, 2011

Shelley Murray: Buyer  
Department of Administration  
Purchasing Division  
2019 Washington St., East  
Charleston, WV 25305-0130

Dear Shelley,

Miles Investigations, Inc. has been performing WIC compliance investigations for over thirteen years. We have performed over four thousand successful undercover compliance investigations for WIC programs across the United States.

We want to put our experience to work for the West Virginia WIC program and greatly hope you find our proposal exceeds your expectations.

Enclosed is our proposal to perform undercover compliance investigations.

Should you require any additional information or wish to discuss our services in person, please do not hesitate to contact me at the above referenced telephone number.

Thank you for considering our proposal.

Very truly yours,



Steven S. Starkel  
President  
Miles Investigations, Inc.

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PURCHASING DIVISION  
STATE OF WV

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State of West Virginia  
Department of Administration  
Purchasing Division  
2019 Washington Street East  
Post Office Box 50130  
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# Request for Quotation

RFQ NUMBER

WIC11163

PAGE

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ADDRESS CORRESPONDENCE TO ATTENTION OF

ROBERTA WAGNER  
304-558-0067

\*223125338 503-574-2771  
MILES INVESTIGATIONS INC  
PO BOX 1729

BEAVERTON OR 97075

HEALTH AND HUMAN RESOURCES  
BPH - NUTRITION SERVICES

350 CAPITOL STREET, ROOM 519  
CHARLESTON, WV  
25301-3717 304-558-0030

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
05/12/2011				

BID OPENING DATE: 06/14/2011 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
				OPEN END CONTRACT		
				THE WEST VIRGINIA PURCHASING DIVISION, FOR THE AGENCY, THE WEST VIRGINIA DEPARTMENT OF HEALTH AND HUMAN RESOURCES, IS SOLICITING BIDS FOR AN ESTABLISHED PRIVATE INVESTIGATIVE AGENCY TO CONDUCT COVERT COMPLIANCE BUYS PER THE ATTACHED SPECIFICATIONS.		
				TECHNICAL QUESTIONS MUST BE SUBMITTED IN WRITING TO SHELLY MURRAY IN THE WEST VIRGINIA PURCHASING DIVISION VIA MAIL AT THE ADDRESS SHOWN AT THE TOP OF THIS RFQ, VIA FAX AT 304-558-4115, OR VIA E-MAIL AT SHELLY.L.MURRAY@WV.GOV. DEADLINE FOR ALL TECHNICAL QUESTIONS IS 05/25/2011 AT THE CLOSE OF BUSINESS. ALL TECHNICAL QUESTIONS RECEIVED, IF ANY, WILL BE ADDRESSED BY ADDENDUM AFTER THE DEADLINE.		
0001	1	JB		990-52-01-001		
				OPEN END CONTRACT FOR PRIVATE INVESTIGATIVE SERVICES		
				EXHIBIT 3		
				LIFE OF CONTRACT: THIS CONTRACT BECOMES EFFECTIVE UPON AWARD AND EXTENDS FOR A PERIOD OF ONE (1) YEAR OR UNTIL SUCH "REASONABLE TIME" THEREAFTER AS IS NECESSARY TO OBTAIN A NEW CONTRACT OR RENEW THE		

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
	563-574-2771	6-10-11
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE
President	3306082233	

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



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<p>ORIGINAL CONTRACT. THE "REASONABLE TIME" PERIOD SHALL NOT EXCEED TWELVE (12) MONTHS. DURING THIS "REASONABLE TIME" THE VENDOR MAY TERMINATE THIS CONTRACT FOR ANY REASON UPON GIVING THE DIRECTOR OF PURCHASING 30 DAYS WRITTEN NOTICE.</p> <p>UNLESS SPECIFIC PROVISIONS ARE STIPULATED ELSEWHERE IN THIS CONTRACT DOCUMENT, THE TERMS, CONDITIONS AND PRICING SET HEREIN ARE FIRM FOR THE LIFE OF THE CONTRACT.</p> <p>RENEWAL: THIS CONTRACT MAY BE RENEWED UPON THE MUTUAL WRITTEN CONSENT OF THE SPENDING UNIT AND VENDOR, SUBMITTED TO THE DIRECTOR OF PURCHASING THIRTY (30) DAYS PRIOR TO THE EXPIRATION DATE. SUCH RENEWAL SHALL BE IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT AND SHALL BE LIMITED TO TWO (2) ONE (1) YEAR PERIODS.</p> <p>CANCELLATION: THE DIRECTOR OF PURCHASING RESERVES THE RIGHT TO CANCEL THIS CONTRACT IMMEDIATELY UPON WRITTEN NOTICE TO THE VENDOR IF THE COMMODITIES AND/OR SERVICES SUPPLIED ARE OF AN INFERIOR QUALITY OR DO NOT CONFORM TO THE SPECIFICATIONS OF THE BID AND CONTRACT HEREIN.</p> <p>OPEN MARKET CLAUSE: THE DIRECTOR OF PURCHASING MAY AUTHORIZE A SPENDING UNIT TO PURCHASE ON THE OPEN MARKET, WITHOUT THE FILING OF A REQUISITION OR COST ESTIMATE, ITEMS SPECIFIED ON THIS CONTRACT FOR IMMEDIATE DELIVERY IN EMERGENCIES DUE TO UNFORESEEN CAUSES (INCLUDING BUT NOT LIMITED TO DELAYS IN TRANSPORTATION OR AN UNANTICIPATED INCREASE IN THE VOLUME OF WORK.)</p> <p>QUANTITIES: QUANTITIES LISTED IN THE REQUISITION ARE APPROXIMATIONS ONLY, BASED ON ESTIMATES SUPPLIED BY</p>						

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<p>THE STATE SPENDING UNIT. 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.</p> <p>ORDERING PROCEDURE: SPENDING UNIT(S) SHALL ISSUE A WRITTEN STATE CONTRACT ORDER (FORM NUMBER WV-39) TO THE VENDOR FOR COMMODITIES COVERED BY THIS CONTRACT. THE ORIGINAL COPY OF THE WV-39 SHALL BE MAILED TO THE VENDOR AS AUTHORIZATION FOR SHIPMENT, A SECOND COPY MAILED TO THE PURCHASING DIVISION, AND A THIRD COPY RETAINED BY THE SPENDING UNIT.</p> <p>BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THE STATE MAY DEEM THE CONTRACT NULL AND VOID, AND TERMINATE SUCH CONTRACT WITHOUT FURTHER ORDER.</p> <p>THE TERMS AND CONDITIONS CONTAINED IN THIS CONTRACT SHALL SUPERSEDE ANY AND ALL SUBSEQUENT TERMS AND CONDITIONS WHICH MAY APPEAR ON ANY ATTACHED PRINTED DOCUMENTS SUCH AS PRICE LISTS, ORDER FORMS, SALES AGREEMENTS OR MAINTENANCE AGREEMENTS, INCLUDING ANY ELECTRONIC MEDIUM SUCH AS CD-ROM.</p> <p>EXHIBIT 4</p> <p>LOCAL GOVERNMENT BODIES: THIS PURCHASE ORDER EXTENDS THE PRICES, TERMS, AND CONDITIONS OF THE BID TO COUNTY, SCHOOL, MUNICIPAL AND OTHER LOCAL GOVERNMENT BODIES. THE PO SHALL EXTEND TO POLITICAL SUBDIVISIONS OF THE STATE OF WEST VIRGINIA.</p> <p>EXHIBIT 6</p>						

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<i>[Signature]</i>	503-574-2771	6-10-11	
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<p><b>PRICE ADJUSTMENT PROVISION:</b> THE STATE OF WEST VIRGINIA WILL CONSIDER BIDS THAT CONTAIN PROVISIONS FOR PRICE ADJUSTMENTS PRIOR TO THE ORIGINAL EXPIRATION OF THE CONTRACT, PROVIDED THAT SUCH PRICE ADJUSTMENT COVERS BOTH UPWARD AND DOWNWARD MOVEMENT OF THE COMMODITY PRICE, AND THAT ADJUSTMENT IS BASED ON THE "PASS THROUGH" INCREASE OR DECREASE OF RAW MATERIALS AND/OR LABOR, WHICH MAKE UP ALL OR A SUBSTANTIAL PART OF A PRODUCT. ADJUSTMENTS ARE TO BE BASED UPON AN ACTUAL DOLLAR FIGURE, NOT A PERCENTAGE. ALL PRICE ADJUSTMENT REQUESTS MUST BE SUBSTANTIATED IN A MANNER ACCEPTABLE TO THE DIRECTOR PURCHASING, E.G. GOVERNMENTAL BENCH MARKS, GENERAL MARKET INCREASE, PUBLISHED PRICE LISTS. SUCH REQUESTS FOR AND INCREASE SHOULD BE RECEIVED IN WRITING BY THE DIRECTOR OF PURCHASING AT LEAST 30 DAYS IN ADVANCE OF THE EFFECTIVE DATE OF THE INCREASE. ANY TIME THE VENDOR REQUESTS A PRICE ADJUSTMENT, THE PURCHASING DIVISION MAY EITHER ACCEPT THE PRICE ADJUSTMENT AND AMEND THE CONTRACT ACCORDINGLY OR REJECT THE ADJUSTMENT IN ITS ENTIRETY AND CANCEL THE CONTRACT.</p> <p><b>PREFERRED TERMS:</b> IT IS PREFERRED THAT THE PRICES ON THIS CONTRACT ARE FIRM FOR LIFE OF THE CONTRACT, AS INDICATED IN THE LIFE OF CONTRACT CLAUSE CONTAINED HEREIN, NOT TO EXCEED ONE (1) YEAR.</p> <p><b>PASS THROUGH PRICE INCREASES</b> EILL BE CONSIDERED AT TIM OF CONTRACT RENWAL ONLY.</p> <p><b>PURCHASING CARD ACCEPTANCE:</b> THE STATE OF WEST VIRGINIA CURRENTLY UTILIZES A VISA PURCHASING CARD PROGRAM WHICH IS ISSUED THROUGH A BANK. THE SUCCESSFUL VENDOR MUST ACCEPT THE STATE OF WEST VIRGINIA VISA PURCHASING</p>						

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TELEPHONE

DATE

TITLE

FEIN

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CARD FOR PAYMENT OF ALL ORDERS PLACED BY ANY STATE AGENCY AS A CONDITION OF AWARD.						
NOTICE						
A SIGNED BID MUST BE SUBMITTED TO:						
DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION BUILDING 15 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305-0130						
PLEASE NOTE A CONVENIENCE COPY WOULD BE APPRECIATED.						
THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:						
SEALED BID						
BUYER: SHELLY MURRAY FOR FILE 22						
RFQ. NO.: WIC11163						
BID OPENING DATE: 06/14/2011						
BID OPENING TIME: 1:30 PM						
PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID:						
Stevens, Stankel 503-574-2772						

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SIGNATURE 		TELEPHONE 503-574-2771	DATE 6-10-11
TITLE President	FED. ID. NO. 330608223		ADDRESS CHANGES TO BE NOTED ABOVE

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**Miles Investigations, Inc.**  
**Proposal**  
**WIC Compliance Investigations Services**

***A. Vendor will submit a concise description of the vendor's capabilities as follows:***

***1. Vendor will provide a written response to Section II, Vendor Requirements substantiating the following:***

***A: Required license is in affect at time of bid submission***

Miles Investigations, Inc. is a licensed Private Investigation Firm in the State of West Virginia. Our license was issued through the Office of the Secretary of State and is valid from March 1, 2011 through February 29 2012. A copy of our license is enclosed as attachment number one.

Our West Virginia Purchasing Division Registration number is 223125338.

***B: Bonding requirement is in affect at time of bid submission***

Miles Investigations, Inc. is bonded through The Hartford and a copy is enclosed as attachment number two

***C: Vendor has a minimum of five years experience providing investigative services.***

Miles Investigations, Inc. was established in 1986 and incorporated in the state of California in 1994. We have been licensed in California from our inception under license number PI17056 and conducted private investigations from 1986 to the present. In addition we have been licensed in multiple states for over 5 years. We are registered as a foreign corporation with the West Virginia Secretary of State. The corporation was founded by Steven S. Starkel, who serves as the President and CEO of the corporation. A copy of the Articles of Incorporation is enclosed with this proposal as attachment number three and a copy of our PI Licenses for Oregon and the Commonwealth of Virginia are enclosed for additional documentation.

***A. 2. Vendor will provide a written response to Section III, Scope of Work, which demonstrates vendor's ability and capability of performing the stated Deliverables. Response will include information relating to vendor's organization, personnel, and experience that substantiates vendor's qualifications and ability to perform the state Deliverables.***

***Organization:*** Miles Investigations, Inc. was established in 1986 and incorporated in the state of California in 1994. We are a closely held C-corporation. The corporation was co-founded by Steven S. Starkel, who serves as the President and CEO of the corporation. Mr. Starkel will serve as the primary contact regarding this contract. Mr. Starkel is domiciled in our Pacific Northwest Regional office at 12225 SW 2<sup>nd</sup> St. #200 Beaverton, OR 97005. Our Mailing address is PO Box 1729 Beaverton, OR 97075. The toll free telephone number is (888)-806-4537, fax: 503-574-2772, email: [milesore@aol.com](mailto:milesore@aol.com). Our website is [milesinvestigations.com](http://milesinvestigations.com). Mr. Starkel will supervise all implementation and servicing of this contract. All of our accounting operations are housed in our Oregon office.

For 25 years, we have provided investigative services in the areas of government contract compliance, insurance claim investigation, asset investigation, fraud, pre-employment, and litigation support. In these categories we perform undercover compliance investigations, locate witnesses and obtain statements, perform background investigations, conduct surveillance, take statements, locate assets, and provide many other specialized services. These services are performed by experienced professionals from a wide variety of backgrounds which include law enforcement, government employment, insurance and other specialties.

Our management staff has a minimum of 15 years experience in field investigations. Our WIC compliance investigators are seasoned experience investigators and each has conducted hundreds of undercover buys, providing testimony in hearings and performing store inspections. Each of our staff has passed pre-employment background checks.

Miles Investigations provides investigative services and is licensed private investigation firm in AZ, MA, VA, FL, CA, WA, OR, AZ, and NV. We employ over fifty investigators throughout our company. If needed, we can bring in qualified additional staff at a moment's notice.

We do not subcontract our work. All personnel are employees of Miles Investigations Inc.

We are a financially secure company with conservative growth exemplified by our years in business and expansion into multiple states.

Responsibility Flow Chart / Resources Assigned to Project

Steven S. Starkel / President & CEO

WIC Supervisor

Existing WIC Investigators / New Hires

The project will be overseen by Steven S. Starkel, President. He will train all new investigators and will provide day to day management of field operations. Initial training is performed by Steven S. Starkel and senior investigators using real examples of compliance investigation by seasoned investigators already performing undercover buys. This is a hands-on 3-day training class for field investigators.

All investigative staff will attend the annual Vendor training provided by the West Virginia WIC program. In addition each new investigator will be required to read and understand our proprietary Investigation Manual and all revisions. Prior to any field investigation the investigator will be tested on the manual and must demonstrate a working knowledge of the manual. Field investigators will be partnered with seasoned staff that has completed hundreds of buys, to obtain field training. Training will continue when changes are made in the program, foods list or as needed.

We retain 5 million dollars of insurance coverage for professional liability and errors and omissions.

We retain state mandated workers compensation coverage for our employees.

### **Personnel**

**Steve Starkel, President/CEO:** Mr. Starkel is a graduate of Washington State University, with a degree in Criminal Justice and a second major in Political Science. He has been a private investigator for 25 years. He is the license holder in all states where the company provides investigation services. He is the founder and currently serves as the President and CEO of the corporation. He has traveled throughout the United States investigating high profile cases for government agencies, insurance companies, businesses and law firms. He is a frequent speaker to professional organizations who facilitate continuing education in the field of investigations. He was invited to speak at the 2000 National Association of WIC Directors conference (NAWD). The subject of the presentation was "Compliance Investigation, Fraud and Abuse". At this conference he introduced to the attendees innovative procedures to document contract compliance. Video tape documentation of compliance buys using pinhole technology was introduced for the first time to the industry. This innovative technique is successful in documenting high risk buys and provides irrefutable evidence during hearings. Mr. Starkel actively participates and performs WIC compliance investigations and has personally performed over 400 vendor site visits/inspections. Mr. Starkel will serve as the Contract Manager for this proposal.

Our investigative staff identities will be provided upon contract award. They are actively performing undercover buys in other states and their identities must remain confidential for their personal security and our client's programs integrity.

**Female 1, WIC Investigator:** She is a graduate of the University of Massachusetts-Amherst with a BA in Criminal Justice. She served as a Deputy Sheriff for the County Sheriff Department for 5 years as Corrections Officer. She has performed over 400 undercover compliance buys including high risk buys. She has performed buys in three different programs in three different states. She has also performed over 100 vendor site visits. She meets the profile of a WIC participant. She has performed undercover compliance buys in multiple states, urban, rural and in high risk locations and successfully testified in hearings.

**Female 2, WIC Investigator:** She is a graduate of Indiana University with a BA in Criminal Justice and an ex Division I, collegiate scholarship athlete. She has performed over 200 undercover compliance buys in multiple states including high risk buys in ethnically diverse communities. She meets the profile of a WIC participant.

**Female 3, WIC Investigator:** She is a graduate of Ohio State University with BA in Criminal Justice and a Masters in Forensic Pathology. She is a seasoned surveillance investigator in addition to performing compliance buys and she has performed over 200 undercover compliance buys. She has experience testifying in court and administrative hearings.

**Female 4, WIC Investigator:** She is a graduate of Roger Williams University with a BA in Criminal Justice and a minor in Psychology. She has worked in corrections serving as a maximum security prison guard and is an experienced psychiatric hospital mental health counselor. She matches the profile of a WIC participant.

**Male 1, WIC Investigator:** He is a graduate of ITT Tech. with an Associate Arts degree in Electrical Mechanical Design. Has served in Law Enforcement and performed over 300 store inspections / monitoring visits. He has also performed numerous cash buys immediately following undercover compliance buys.

**New Hires:** Miles Investigations, Inc. will commence searching for qualified personnel in West Virginia upon contract award. Our goal is to hire, train and promote additional local personnel.

We do not subcontract our work. All personnel are employees of Miles Investigations Inc. We will utilize seasoned personnel at the beginning of the contract and hire additional personnel in West Virginia upon notice of where the state provided office will be located. We are experienced with this plan and it works effectively in multiple states where we conduct buys. Utilizing seasoned staff at the beginning of the contract insures quality performance from the onset and allows seasoned staff to train new hires.

We are an equal opportunity employer and we actively recruit and select qualified candidates from disadvantaged or minority backgrounds. It is our policy to develop and ethnically diverse workforce this representative of the community in which the work is being performed. We work with community social service agencies to facilitate these goals. Each employee must pass pre-employment background checks. We utilize disadvantaged and or minority owned businesses when possible.

We are a financially secure company with conservative growth exemplified by our 25 years in business, expansion into multiple states and continued service of our many WIC clients. We are a privately held corporation and do not release financial records to the public.

***Experience and Qualifications:*** Miles Investigations, Inc. has been performing WIC compliance investigations for over 13 years. We are nationally recognized experts in covert WIC investigations and store inspections. We have planned, coordinated and performed undercover buys in multiple states. We have performed buys in large chain stores, small and rural stores, convenience stores and at Farmers Markets. We have successfully testified in hearings and our work has never compromised the court proceedings. We have never lost at hearing.

Our services have been approved by the United States Department of Agriculture.

We have performed over **four thousand undercover WIC buys in multiple states**. We have testified in numerous hearings and presented evidence documenting program abuse and violations. Our work has resulted in vendor sanctions, warnings and terminations. We have worked with State Attorney Generals, State Department of Health attorneys and several local, state and federal law enforcement agencies.

We have performed over **one thousand announced and unannounced site visits** verifying minimum stock, licensing, cleanliness, and program compliance at stores applying for participation in the WIC program and at stores scheduled for annual monitoring. We have also performed formula audits comparing purchasing receipts to sales receipts at a small neighborhood convenience store allegedly selling over 100,000 of formula per year.

We successfully perform undercover buys in ethnically diverse urban and rural communities and our employees are seasoned compliance shoppers. We have conducted food instrument trafficking buys, short buys, cash buys, obtained rain checks, used expired food instruments, purchased expired foods, substituted hundreds of non-WIC approved items during transactions and utilized cash value vouchers. We have documented overcharges and we have successfully testified in numerous hearings resulting in the vendor sanctions, fines, prosecution and removal from the WIC program. We have completed buys in large chain stores, small mom and pop stores, and farmers markets.

Some of our clients produce food instruments for compliance buys and mail them to our office and other clients provide access to their network and we produce food instruments for the buys. We have been authorized to access the WIC Net system and produced all of the food instruments in Virginia. We have never had any discrepancies with any check stock and passed all audits without discrepancies.

Over the past 23 years we have been called on numerous occasions to testify regarding the work we have performed. We have never missed an opportunity to testify. Most of our staff has been with our company for many years making them immediately available to testify. Those who choose other careers have always cooperated with testimony.

Miles Investigations, Inc. offers a seamless transition into the new contract with minimum training, proven success and experienced staff.

**WORK PLAN:** Miles Investigations, Inc. will supervise the West Virginia Contract from our office in Oregon. Steven S. Starkel will oversee the implementation of the contract and manage the program. Mr. Starkel is domiciled in our Pacific Northwest Regional office at 12225 SW 2<sup>nd</sup> St. #200 Beaverton, OR 97005. Our mailing address is PO Box 1729 Beaverton, OR 97075. The toll free telephone number is (888)-806-4537, fax: 503-574-2772, email: [milesore@aol.com](mailto:milesore@aol.com). Our website is [milesinvestigations.com](http://milesinvestigations.com). All of our accounting operations are housed in our Oregon office.

Seasoned personnel will be selected and assigned to the project. We will utilize existing seasoned Compliance Shoppers to perform the initial buys. They will be brought in from our existing operations to attend initial training, perform the compliance buys and train new hires in West Virginia. We will train multiple personnel for the West Virginia buys, so we maintain continuity should a shopper's identity be compromised or personnel changes are required. Each of our shoppers has performed in excess of one hundred undercover buys. Each Shopper has passed a rigorous FBI finger print background check performed by governmental agencies as they are licensed by state agencies in other states.

Our existing staff will learn the West Virginia food list and any updated changes to approved items. Our staff is familiar with utilization of the food instruments and the buy process and we will familiarize our staff with the West Virginia food instruments and the EBT card process specific to West Virginia.

All existing personnel meet the profile of a WIC participant and all new hires will be selected to blend into the community where shops will be performed.

**Training:** The Project Manager and key staff will attend training with the West Virginia WIC Department as outlined in the RFQ. Miles Investigations, Inc. Shoppers attend our standard three day training session utilizing proprietary training manuals. Our training includes class room and field training. Investigations, Inc. led by the Project Manager and experienced staff. Subjects covered during the training include but are not limited to; planning the buy, food list familiarization, food instrument processing, the buy process, cash buys, short buys, high risk buys, trafficking investigation, rain checks, Farmers Markets, fruit and vegetable food instruments, observation skills, report writing, donating items, evidence preservation, time service, accuracy, court testimony and entrapment. Any food list changes and conversion to EBT will be trained accordingly.

We will meet the require deliverables 1 through 4 as outlined in the RFQ. We will meet the Action Plan/Time Frame for Completion of Deliverables as outlined in section V. of the RFQ.

**Buy Coordination / Implementation:** The Project Manager will contact the WIC Compliance Officer prior to the 5<sup>th</sup> business day of each month and receive the list of buys and store monitoring assignments from the Prevention Specialist by email and confirm receipt from our corporate office. The list will be scanned into our servers and placed into a file identified by year and month. The individual stores will be entered into a spreadsheet for tracking purposes noting prior buys or monitor visits at the same locations and individual electronic files are made for each store. Specific buy instructions will be reviewed including the number of the buy and the specific type of buy that is requested including the use of Cash Value Vouchers and or Cash Buys. Example: Safe Buy, Partial Buy Etc...Personnel will be assigned to the buy. The buy route will be plotted using routing software to maximize efficiency and the vendor/store operation hours will be verified. Individual case files will be created and placed into the file cabinet identified by the vendor/store name, ID number and number of the buy. The appropriate form used for each type of visit will be placed in the folder.

The buy dates will be scheduled prior to food instrument expiration. Appropriate personnel will be assigned to perform the buys and monitor visits. Copies of all food instruments will be produced and copies placed into the paper file folders and



scanned copies will be emailed to the corporate office for inclusion in an electronic file.

**Buys:** Retail store buy #1 will be scheduled as instructed. Cash buys will be completed within 5 days if requested. Completing 20 to 30 compliance buys per month is easily performed by our staff.

Appropriate discreet transportation will be utilized to travel to the buy location. Upon arriving at the store the investigator will pose as a regular WIC customer and approach the store noting the presence of WIC Decals and handicap access. Time will be spent to familiarize the investigator with the layout of the store to examine stock requirements, ensure prices are clearly marked and note the cleanliness of the food storage areas. If prior approval is obtained, and WIC items are low or absent, the investigator will consider attempting a purchase of these items. Each investigator will remain vigilant to any additional potential category violations. With prior approval, if an opportunity arises to document a category violation different from the one assigned, the investigator will attempt to document that additional violation. If prior approval is obtained, while in the store and observing the surroundings the investigator will use their judgment and change the attempted violations to best suit the observations, including laundering and trafficking if prior approval is obtained.

Pre-determined buys will be attempted. The investigator will make various WIC authorized or unauthorized food purchases. The food items will be placed in the shopping cart or hand held basket for attempted purchase. Shelf prices for each item will be documented on the shopping list. Each investigator will take precautions to insure he or she is not observed documenting shelf prices. If there is no shelf price evident, the investigator will obtain the shelf price by asking store personnel. When items are not individually priced the investigator will note the occurrence. The shelf price will be documented in the Compliance Investigation Report Form. The investigator will note the differing prices charged at the checkout for WIC items.

The investigator will take the food items to the cash register, noting the number of registers open at this time, as well as the number available to WIC participants. The investigator will place the food items on the counter and give the WIC food instrument(s) to the cashier without comment. Aside from greeting, the investigator will not engage in social conversation with the cashier, unless the cashier initiates conversation. The investigator will be prepared to answer

questions in such a way as to be consistent with his/her cover as a WIC client. The investigator will allow the cashier to process the transaction(s) without comment. Though each investigator will have a WIC identification folder with him/her, it will not be presented to the cashier unless the cashier asks to see it. **When the program begins using EBT, the card will be presented and appropriate PIN entered.**

While observing the cashier process the transaction, the shopper will note any procedural violations. These include but are not limited to: failure to compare the signature on the food instrument against the WIC identification folder, verify foods selected against the food instrument, record the transaction date, ring up the purchase, record the amount of the purchase on the food instrument, failure to acquire signature and receive change or rain checks,

If the cashier correctly catches the attempted substitutions exchange unauthorized foods for authorized foods, the shopper will not object or otherwise debate the cashier, allowing any desired purchase modifications the cashier wishes to make. When forced to purchase all items on food instruments during a short buy attempt the shopper will explain that they will not use the items before they spoil, but will not otherwise debate the cashier and obtain the other items demanded by the cashier.

Shoppers document the interactions with store personnel and report any discrimination or derogatory comments.

Interactions between various store employees will be observed and documented which may be significant to participant abuses or fraud.

A thorough description of the cashier will be noted and we will record the nametag if one is worn. If no name tag is present we will attempt to secure the name of the cashier. The physical description of the Vendor employee will be obtained in order to accurately complete the Compliance Investigation report form.

The investigator will avoid garnering sympathy and entrapping, by monitoring their conversation and statements. The investigator will not be aggressive, threatening or antagonistic.

**Reporting:** Upon being given the receipt(s) for food purchases, the Shopper will walk out of the store, load purchases into vehicle. If no receipt is provided during

the 1st buy, it will be noted in the comments section of the report. The 2nd buy will be a normal buy and the compliance shopper will ask for a receipt. If no prices are available and no receipt provided on this 2nd buy, then the compliance shopper will contact the Prevention Specialist within 2 business days and obtain approval to conduct a cash buy.

They will not engage other patrons or employees in conversations. If the Shopper is approached by persons interested in trafficking, purchasing, or bartering food instruments they will decline but leave the opportunity open for future and further investigation.

A safe distance from the store the food items purchased will be digitally photographed with an ID card in the photographs displaying the required documentation. The photograph will have an identifying card in the photograph showing the buy number. Food items purchased will be separated to be photographed in the following manner: The food purchased with the mother/child food instrument will be photographed separately from the food purchased with the infant food instrument. A separate photograph will be taken of all wrong foods purchased together. If lighting conditions permit, the photographs will be taken at the time the compliance investigation report is completed. If safety or lighting conditions do not permit photographing of the food items at this time, the food will be photographed as described above, within 24 hours. Photographs will be stored in digital form on DVD by month.

Pulling into a nearby location well away from the vendor location and to a safe location, the Shopper will immediately and accurately complete the buy report.

The report will be reviewed for accuracy and any changes will be made and initialed before the report is signed and dated by the Shopper. Prior to submitting any completed investigative reports to the, the Project Manager will review the documentation to ensure it is complete and meets quality standards.

The report will be completed prior to initiation of the next scheduled buy.

**Compliance Buy Donation Report:** All Investigators carry a cooler for perishable foods to store. All foods purchased will be donated to an approved organization and the Donation Report Form will be completed and signed by the investigator and a representative of the charity accepting the food. Spoiled or destroyed items will be documented on the appropriate state form.

**Evidence Log:** Serious category violations outlined in the Federal Guidelines such as tobacco and alcohol products purchased by the investigator, or items obtained during trafficking or laundering, will be entered on an evidence log and locked in an evidence locker to preserve and maintain the chain of custody.

**Report Delivery and Storage:** Two files will be created with each buy. A hard copy file and an electronic file will be created. Original reports and receipts will be submitted to the WIC Compliance officer within five days of completing the buys. A scanned digital copy will be retained at our corporate office for back-up and disaster recovery purposes.

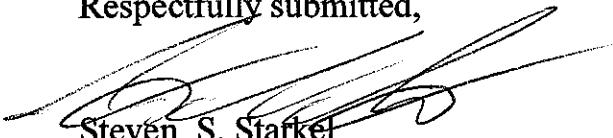
**Vendor Sanctions and Administrative Reviews:** The primary investigator will be present at all administrative reviews, hearing and witness briefings.

***A. 3. Cost Sheet: Vendor will complete, sign and date the Cost Sheet provided in Section IX, Bid Sheet, with the understanding that the vendor submitting the lowest total unit cost bid that substantiates the requirements under this Section VII, vendor Bid, will be awarded this contract. Vendor should refer to Section VIII, Method of Evaluating Bids, before completing the Cost Sheet***

Please find our Cost Sheet enclosed with to this proposal as attachment number three.

Thank you for consider in our proposal. If you require any additional information please do not hesitate to call.

Respectfully submitted,



Steven S. Starkel  
President  
Miles Investigations, Inc.

**ATTACHMENT #1**

**WEST VIRGINIA PRIVATE INVESTIGATORS  
LICENSE**

# State of West Virginia



## Certificate

I, Natalie E. Tennant, Secretary of State of the State of West Virginia, hereby certify that

*Miles Investigations Inc*

*of*

*Beaverton, OR*

*is hereby licensed to conduct the business and engage in the business as a Private Investigation Firm in the State of West Virginia, under the provisions of and in compliance with Chapter 30, Article 18 of the West Virginia Code.*

*This certificate shall be in effect and valid from March 1, 2011 to February 29, 2012 unless suspended or revoked prior thereto, in accordance with the provisions of the West Virginia Code.*

*This license cannot be transferred.*

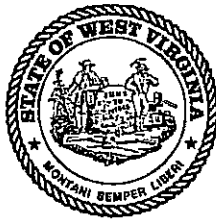


Given under my hand and the  
Great Seal of the State of  
West Virginia on

*March 04, 2011*

*Natalie E. Tennant*

Secretary of State



**Natalie E. Tennant**

Secretary of State  
State of West Virginia

Office of the Secretary of State  
Building 1, Suite 157-K  
1900 Kanawha Blvd., East  
Charleston, West Virginia 25305

Telephone: (304) 558-6000  
Toll Free: 1-866-SOS-VOTE  
Fax: (304) 558-0900  
[www.wvsos.com](http://www.wvsos.com)

March 4, 2011

Steven Scott Starkel  
Miles Investigations Inc  
12225 SW 2nd St #200  
Beaverton, OR 97075

Dear Steven:

Congratulations on receiving your license as a Private Investigation Firm.

We have enclosed your certificate and identification card as a Private Investigation Firm. Please note the effective and expiration dates. For your convenience, our office will send you a renewal application with instructions two months before your expiration date. At that time you may decide whether or not you wish to maintain your license.

Should you have any questions concerning your license, please contact our office and ask to speak with a member of our licensing staff.

Sincerely,

A handwritten signature in black ink that reads "Natalie E. Tennant". The signature is written in a cursive style.

Natalie E. Tennant  
Secretary of State

ATTACHMENT #2

BOND COPY



STATE OF WEST VIRGINIA  
SECRETARY OF STATE

Bond# 52BSBFX9919

SURETY BOND

KNOW ALL MEN BY THESE PRESENTS:

That we, (1) Miles Investigations, Inc. of  
(2) Beaverton, Oregon, as Principal,  
and (3) Hartford Fire Insurance Company, a corporation  
authorized to do business in the State of West Virginia, as Surety, are firmly bound unto the  
State of West Virginia in the sum of \$2500, for which payment we bind ourselves and our legal  
representatives and successors, jointly and severally.

(4) One Hartford Plaza, Hartford, CT 06155 (5) Two Thousand Five Hundred (\$2,500) Dollars

WHEREAS, the principal has filed an application with the Secretary of State for a license to  
engage in the business of Private Detective or Investigator or the business of Watch, Guard or Patrol  
Agency;

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is that if the principal  
shall faithfully and honestly conduct the business for which the application is filed and license  
certificate issued, then this obligation shall be void; otherwise, it shall remain in full force and effect.

This Bond is executed pursuant to the provisions of Chapter 30, Article 18, of the Official  
Code of West Virginia, and rules of the Secretary of State promulgated, there under, which are  
hereby made an express part of this bond.

The premium for which this Bond is written is (6) One Hundred dollars (\$100 ).

This Bond is to cover all claims on account of the issuance of the license to the principal for  
the full term thereof. This Bond shall be effective from the (7) 1st day of February,  
2011, to the 1st day of February, 2012.

IN WITNESS WHEREOF the principal and surety have executed this instrument this  
(8) 27th day of January, 2011.

Principal (9) Miles Investigations, Inc. (Seal)  
(Principal)

(11) Corporate Seal

(Seal)

(10) By: \_\_\_\_\_  
Title (Must be President or Vice-President)

Surety

(12) Hartford Fire Insurance Company (Seal)  
Surety

(14) Surety Seal

(13) Vicki L. Boser  
Vicki L. Boser, Attorney-in-Fact

(ACKNOWLEDGMENT BY PRINCIPAL IF INDIVIDUAL)

(16) State of \_\_\_\_\_ (17) County of \_\_\_\_\_  
(18) I, \_\_\_\_\_ a Notary Public in and for the county,  
(19) and state aforesaid, do hereby certify that \_\_\_\_\_ whose name  
is signed to the foregoing writing, has this day, acknowledged same before me in my said county.

(20) Given under my hand this the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

(21) Notary Seal (22) \_\_\_\_\_

(23) My commission expires on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

(ACKNOWLEDGEMENT BY PRINCIPAL IF CORPORATION)

(24) State of \_\_\_\_\_ (25) County of \_\_\_\_\_  
(26) I, \_\_\_\_\_, a Notary Public in and for the county,  
(27) and state aforesaid, do hereby certify that \_\_\_\_\_  
who, as (28) \_\_\_\_\_, signed the foregoing writing for  
(29) \_\_\_\_\_, a corporation, has this day, in my  
said county, before me, acknowledged the said writing to be the act and deed of the said corporation.

(30) Given under my hand this the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

(31) Notary Seal (32) \_\_\_\_\_

(33) My commission expires on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

(ACKNOWLEDGMENT FOR SURETY)

(34) State of Washington (35) County of Snohomish  
(36) I, Karen D Kane, a Notary Public in and for the county,  
(37) and state aforesaid, do hereby certify that Vicki C Boser who, as  
(38) Attorney in fact, signed the foregoing writing for  
(39) Hartford Fire Ins Co, a corporation, has this day, in my said county, before  
me, acknowledged the said writing to be the act and deed of the said corporation.

(40) Given under my hand this 27<sup>th</sup> day of January, 2011.



(42) Kathy D Kane

(43) My commission expires on the 15<sup>th</sup> day of February, 2012.

SUFFICIENCY IN FORM AND MANNER OF EXECUTION APPROVED

Attorney General:

By: \_\_\_\_\_ Dated this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

# POWER OF ATTORNEY

Direct Inquiries/Claims to:

**THE HARTFORD**

Bond T-4

One Hartford Plaza

Hartford, Connecticut 06155

call: 888-266-3488 or fax: 860-757-5835)

KNOW ALL PERSONS BY THESE PRESENTS THAT:

Agency Code: 52 812068

- ☒ Hartford Fire Insurance Company, a corporation duly organized under the laws of the State of Connecticut  
☐ Hartford Casualty Insurance Company, a corporation duly organized under the laws of the State of Indiana  
☐ Hartford Accident and Indemnity Company, a corporation duly organized under the laws of the State of Connecticut  
☐ Hartford Underwriters Insurance Company, a corporation duly organized under the laws of the State of Connecticut  
☐ Twin City Fire Insurance Company, a corporation duly organized under the laws of the State of Indiana  
☐ Hartford Insurance Company of Illinois, a corporation duly organized under the laws of the State of Illinois  
☐ Hartford Insurance Company of the Midwest, a corporation duly organized under the laws of the State of Indiana  
☐ Hartford Insurance Company of the Southeast, a corporation duly organized under the laws of the State of Florida

having their home office in Hartford, Connecticut (hereinafter collectively referred to as the "Companies") do hereby make, constitute and appoint, **up to the amount of UNLIMITED** :  
VICKI L. BOSER, JENNIFER EADS, KATHY KANE OF SNOHOMISH, WASHINGTON

their true and lawful Attorney(s)-in-Fact, each in their separate capacity if more than one is named above, to sign its name as surety(ies) only as delineated above by ☒, and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

In Witness Whereof, and as authorized by a Resolution of the Board of Directors of the Companies on January 22, 2004, the Companies have caused these presents to be signed by its Assistant Vice President and its corporate seals to be hereto affixed, duly attested by its Assistant Secretary. Further, pursuant to Resolution of the Board of Directors of the Companies, the Companies hereby unambiguously affirm that they are and will be bound by any mechanically applied signatures applied to this Power of Attorney.



*Scott Sadowsky*

Scott Sadowsky, Assistant Secretary

*M. Ross Fisher*

M. Ross Fisher, Assistant Vice President

STATE OF CONNECTICUT

COUNTY OF HARTFORD

ss. Hartford

On this 3<sup>rd</sup> day of March, 2008, before me personally came M. Ross Fisher, to me known, who being by me duly sworn, did depose and say: that he resides in the County of Hartford, State of Connecticut; that he is the Assistant Vice President of the Companies, the corporations described in and which executed the above instrument; that he knows the seals of the said corporations; that the seals affixed to the said instrument are such corporate seals; that they were so affixed by authority of the Boards of Directors of said corporations and that he signed his name thereto by like authority.



CERTIFICATE

*Scott E. Pascka*

Scott E. Pascka  
Notary Public  
My Commission Expires October 31, 2012

I, the undersigned, Assistant Vice President of the Companies, DO HEREBY CERTIFY that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which is still in full force effective as of January 27, 2011.  
Signed and sealed at the City of Hartford.



*Gary W. Stumper*

Gary W. Stumper, Assistant Vice President

**ATTACHMENT #3**

**ARTICLES OF INCORPORATION**

1741806

FILED

In the office of the Secretary of State  
of the State of California

ARTICLES OF INCORPORATION OF  
MILES INVESTIGATIONS, INC.

APR 1 1994

*Tony Miller*  
Acting Secretary of State

**ARTICLE ONE:** The name of this corporation shall be **MILES INVESTIGATIONS, INC.**

**ARTICLE TWO:** The purpose of the corporation is to engage in any lawful act or activity for which a corporation may be organized under the General Corporation Law of the State of California other than the banking business, the trust company business or the practice of a profession permitted to be incorporated by the California Corporations Code.

**ARTICLE THREE:** The existence of the corporation is perpetual.

**ARTICLE FOUR:** The name and complete business address within the State of California of the corporation's initial agent for service of process within the State of California, in accordance with the provisions of subdivision (b) of Section 1502 of the General Corporation Law of the State of California, are as follows:

Miles Hedding  
6615 East Pacific Coast Highway  
Long Beach, California 90804

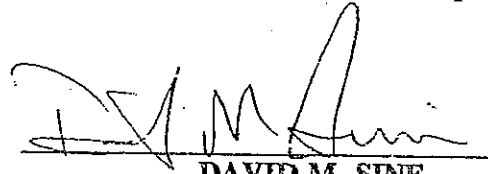
**ARTICLE FIVE:** The total number of shares which the corporation is authorized to issue is One thousand (1,000) common shares. All of such shares shall be of a single class, and shall be without par value.

No preferences, qualifications, limitations, restrictions, or special rights, other than those provided by law, shall exist with respect to any of the shares of the corporation or any of the holders of such shares.

All or any part of the aforesaid shares may be issued for such consideration as from time


to time may be determined by the Board of Directors.

IN WITNESS WHEREOF, the undersigned has executed these Articles of Incorporation this 23rd day of the month of March, 1994.

  
DAVID M. SINE  
Incorporator

The undersigned does hereby declare and acknowledge that he is the person who executed the foregoing Articles of Incorporation as the incorporator of the corporation named therein and does hereby further declare and acknowledge that his execution of said Articles of Incorporation is his act and deed as said incorporator.

Dated: March 23, 1994

  
DAVID M. SINE  
Incorporator



**ATTACHMENT #4**

**VIRGINIA AND OREGON PRIVATE INVESTIGATOR  
LICENSES**

**PROOF OF EXPERIENCE**





**STATE OF OREGON**  
Department of Public Safety Standards and Training

**Steven S. Starkel PSID# 33816**  
Private Investigator

Miles Investigations Inc.  
12225 SW Second St #220  
Beaverton, OR 97005

Expiration Date: 4-28-2007

ORIGINAL

MUST BE POSTED IN A CONSPICUOUS PLACE-NOT TRANSFERABLE

License #: 1999400  
Status: Active



**STATE OF OREGON**  
Board of Investigators

**Private Investigator**

Steven S Starkel  
Miles Investigations Inc.  
12225 SW Second Street, #220  
Beaverton OR 97005

**2754**  
AUDIT NUMBER

Issue Date  
04/28/2005

Expiration Date  
04/28/2007

Payment Received  
\$550.00

MUST BE POSTED IN A CONSPICUOUS PLACE - NOT TRANSFERABLE

ORIGINAL



**STATE OF OREGON**

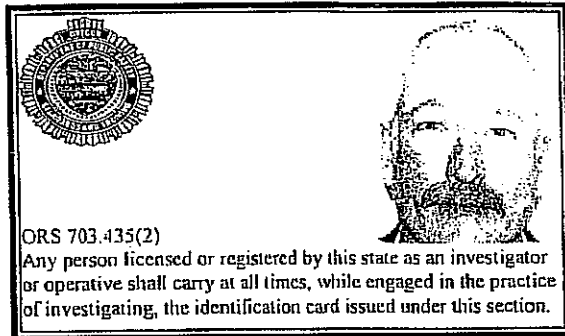
Department of Public Safety Standards and Training

**Steven S. Starkel PSID# 33816**  
Private Investigator

Miles Investigations Inc.  
PO Box 1729  
Beaverton, OR 97075

Expiration Date: 4-28-2009

MUST BE POSTED IN A CONSPICUOUS PLACE-NOT TRANSFERABLE ORIGINAL



State of Oregon  
Department of Public Safety Standards and Training  
PSID:33816

**Steven S. Starkel**  
**Private Investigator**  
expires 5-01-2011

Pursuant to ORS 703.010 – 703.995



**STATE OF OREGON**  
Department of Public Safety Standards and Training

**Steven S. Starkel PSID# 33816**  
**Private Investigator**

Miles Investigations Inc.  
PO Box 1729  
Beaverton, OR 97075

Expiration Date: 5-01-2011

MUST BE POSTED IN A CONSPICUOUS PLACE-NOT TRANSFERABLE

ORIGINAL



## STATE OF OREGON

Department of Public Safety Standards and Training

**Steven S. Starkel PSID# 33816**

Private Investigator

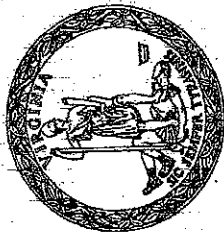
Miles Investigations Inc.  
PO Box 1729  
Beaverton, OR 97075

Expiration Date: 5-01-2013

MUST BE POSTED IN A CONSPICUOUS PLACE-NOT TRANSFERRABLE

ORIGINAL

# Commonwealth of Virginia



Department of Criminal Justice Services  
certifies that

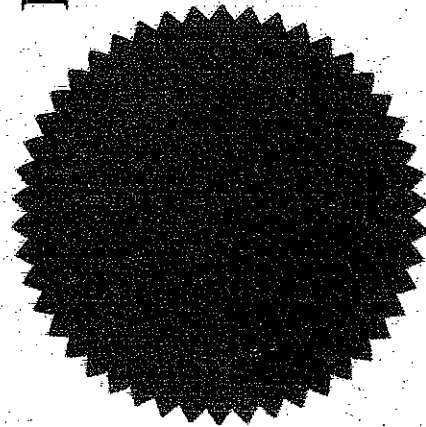
Miles Investigations, Inc.

T/A: Miles Investigations, Inc.

has complied with Chapter 27, Title 9, Code of Virginia  
providing for Licensing as a

**Private Security Services Business**

License ID #:11-3216



12/31/2002

Expiration Date

*Joseph B. Brudetti*  
Director, Department of Criminal Justice Services

# Commonwealth of Virginia



Department of Criminal Justice Services  
certifies that

**Miles Investigations, Inc.**

**T/A: Miles Investigations, Inc.**

has complied with Chapter 27, Title 9, Code of Virginia  
providing for Licensing as a

**Private Security Services Business**

For

**Private Investigation**



**11-3216**

License ID #

**12/31/2007**

Expiration Date

*Leonard G. Cook*

Director, Department of Criminal Justice Services

# Commonwealth of Virginia



Department of Criminal Justice Services  
certifies that

**Miles Investigations, Inc.**

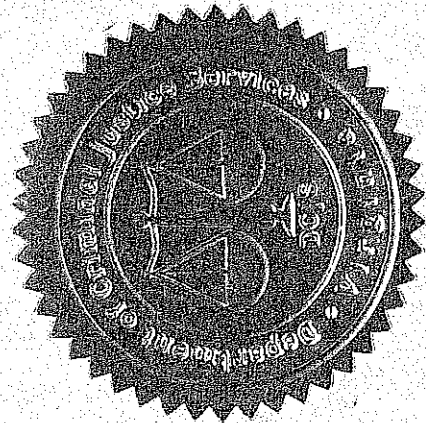
**T/A: Miles Investigations, Inc.**

has complied with Chapter 27, Title 9, Code of Virginia  
providing for Licensing as a

**Private Security Services Business**

For

**Private Investigation**



**11-3216**  
License ID #

**12/31/2009**  
Expiration Date

*Leonard A. Cook*

Director, Department of Criminal Justice Services

# Commonwealth of Virginia



Department of Criminal Justice Services  
certifies that

**Miles Investigations, Inc.**

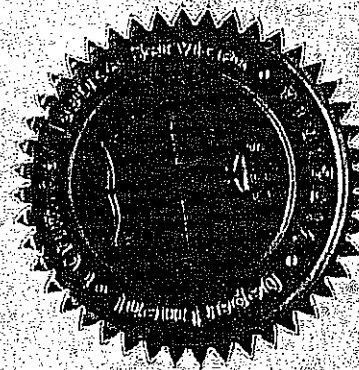
**T/A: Miles Investigations, Inc.**

has complied with Chapter 27, Title 9, Code of Virginia  
providing for Licensing as a

**Private Security Services Business**

For

**Private Investigation**



**11-3216**

License ID #

**12/31/2011**

Expiration Date

*Leonard G. Cook*

Director, Department of Criminal Justice Services



# Commonwealth of Virginia



## Department of Criminal Justice Services

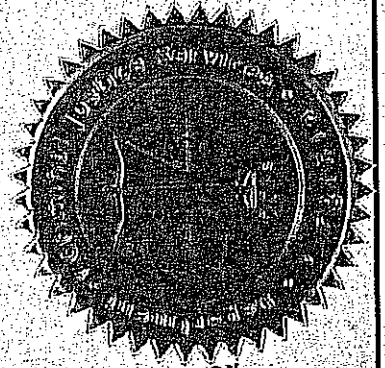
### Certificate of Private Security Training

This is to certify that

**Steven S. Starkel**

has successfully completed

**Compliance Agent Inservice**



**12/31/2012**

**Expires**

*Kim B. Becker*

School Director

**ATTACHMENT #5**

**SECTION IX, COST SHEET / BID SHEET**

**WIC11163  
BID PRICE SHEET**

DELIVERABLES (includes all requirements as described in specifications)	Deliverable Due Date	# of Usages	Unit Bid Price Per Deliverable (Cost to provide one per deliverable)	Bid Price (Estimated Annual Usage x Unit Bid Price)
<b>DELIVERABLE #1:</b> Mandatory three day initial training session for vendor staff to learn proper WIC procedures at no charge to the vendor at the Charleston, West Virginia WIC Office, located at 350 Capitol Street. Vendor will be responsible for its employees' transportation, lodging, food, and incidental expenses.	Yr. 1 - Mo. 1	1	\$1,500.00	\$1,500.00
<b>DELIVERABLE #2:</b> Mandatory one day training sessions for vendor staff at no charge to the vendor at the Charleston, West Virginia WIC Office, located at 350 Capitol Street. Vendor will be responsible for its employees' transportation, lodging, food, and incidental expenses.	Yr. 1 - One (1) in Mo. 2 and throughout Mos. 3 - 12 as deemed necessary by the State.	Estimated Annual Usage #1 3	\$190.00	\$570.00
	Yr. 2 - Mos. 1 - 12 as deemed necessary by the State. <u>Note:</u> Yr. 2 is dependent upon contract being renewed.	Estimated Annual Usage #1 3	\$190.00	\$570.00
	Yr. 3 - Mos. 1 - 12 as deemed necessary by the State. <u>Note:</u> Yr. 3 is dependent upon contract being renewed.	Estimated Annual Usage #1 3	\$190.00	\$570.00

DELIVERABLE #3: Conduct on-site compliance buys using State supplied WIC vouchers and/or electronic benefit cards at authorized grocery/convenient stores identified by WIC and located within the following eight WIC service regions. This deliverable includes initial on-site compliance buys as well as return visits to stores to conduct additional compliance buys as requested by WIC.				
	Deliverable Due Date	Estimated # of Compliance Buys Annually per Region <sup>2</sup>	Insert Unit Cost Per Region Below	Insert Bid Cost Per Region Below
Randolph-Elkins Service Region	Yr. 1 – Mos. 2 – 12	15	\$190.00	\$2850.00
	Yr. 2, Mos. 1 – 12 (Dependent upon renewal)	16	\$190.00	\$3040.00
	Yr. 3, Mos. 1 – 12 (Dependent upon renewal)	16	\$190.00	\$3040.00
	Yr. 1 – Mos. 2 – 12	15	\$190.00	\$2850.00
Central Service Region	Yr. 2, Mos. 1 – 12 (Dependent upon renewal)	16	\$190.00	\$3040.00
	Yr. 3, Mos. 1 – 12 (Dependent upon renewal)	16	\$190.00	\$3040.00
	Yr. 1 – Mos. 2 – 12	15	\$190.00	\$2850.00
	Yr. 2, Mos. 1 – 12 (Dependent upon renewal)	16	\$190.00	\$3040.00
Wheeling-Ohio Service Region	Yr. 3, Mos. 1 – 12 (Dependent upon renewal)	16	\$190.00	\$3040.00
	Yr. 1 – Mos. 2 – 12	15	\$190.00	\$2850.00
	Yr. 2, Mos. 1 – 12 (Dependent upon renewal)	16	\$190.00	\$3040.00
	Yr. 3, Mos. 1 – 12 (Dependent upon renewal)	16	\$190.00	\$3040.00
Monongalia Service Region	Yr. 1 – Mos. 2 – 12	15	\$190.00	\$2850.00
	Yr. 2, Mos. 1 – 12 (Dependent upon renewal)	16	\$190.00	\$3040.00
	Yr. 3, Mos. 1 – 12 (Dependent upon renewal)	16	\$190.00	\$3040.00
	Yr. 1 – Mos. 2 – 12	15	\$190.00	\$2850.00
Shenandoah Service Region	Yr. 2, Mos. 1 – 12 (Dependent upon renewal)	16	\$190.00	\$3040.00
	Yr. 3, Mos. 1 – 12 (Dependent upon renewal)	16	\$190.00	\$3040.00
	Yr. 1 – Mos. 2 – 12	15	\$190.00	\$2850.00
	Yr. 2, Mos. 1 – 12 (Dependent upon renewal)	16	\$190.00	\$3040.00

		Deliverable Due Date	Estimated # of Compliance Buys Annually per Region <sup>2</sup>	Insert Unit Cost Per Region Below	Insert Bid Cost Per Region Below
Valley Service Region		Yr. 1 - Mos. 2 - 12	15	\$190.00	\$2850.00
		Yr. 2, Mos. 1 - 12 (Dependent upon renewal)	16	\$190.00	\$3040.00
		Yr. 3, Mos. 1 - 12 (Dependent upon renewal)	16	\$190.00	\$3040.00
		Yr. 1 - Mos. 2 - 12	15	\$190.00	\$2850.00
Mid-Ohio Service Region		Yr. 2, Mos. 1 - 12 (Dependent upon renewal)	16	\$190.00	\$3040.00
		Yr. 3, Mos. 1 - 12 (Dependent upon renewal)	16	\$190.00	\$3040.00
		Yr. 1 - Mos. 2 - 12	15	\$190.00	\$2850.00
		Yr. 2, Mos. 1 - 12 (Dependent upon renewal)	16	\$190.00	\$3040.00
TSN Service Region		Yr. 3, Mos. 1 - 12 (Dependent upon renewal)	16	\$190.00	\$3040.00
		Yr. 1 - Mos. 2 - 12	15	\$190.00	\$2850.00
		Yr. 2, Mos. 1 - 12 (Dependent upon renewal)	16	\$190.00	\$3040.00
		Yr. 3, Mos. 1 - 12 (Dependent upon renewal)	16	\$190.00	\$3040.00
DELIVERABLE #4: Appear before a State hearing examiner and/or court of the county, state or Federal government to offer testimony regarding compliance investigations that is challenged by due process as requested by the State and without being subpoenaed. All hearings and court appearances will take place in Charleston, West Virginia.		Yr. 1 - Mos. 2 - 12 as deemed necessary by the State.	8	<del>\$380.00</del>	\$3040.00
		Yr. 2 - Mos. 1 - 12 as deemed necessary by the State.	8	\$280.00	\$3040.00
		Note: Yr. 2 is dependent upon contract being renewed.			
		Yr. 3 - Mos. 1 - 12 as deemed necessary by the State.	8	\$280.00	\$3040.00
		Note: Yr. 3 is dependent upon contract being renewed.			
TOTAL BID PRICE:					\$23770.00

<sup>1</sup> Actual Annual Usage # is unknown. Annual Usage # is estimated. Bidders "Unit Bid Price" per Deliverable must be the final unit cost per Deliverable charged to the State under this contract whether one (1) or more than one (1) of the same deliverable is provided.

<sup>2</sup> Actual Annual # of Buys per Region is unknown. Annual # of Buys per Region is estimated and includes initial and return compliance buys. Bidders "Unit Bid Price" per compliance buy must be the final unit cost charged to the State under this contract whether one (1) or more than one (1) compliance buy is provided per Region.

Bidders must complete the Unit Bid Price and Total Bid for each Deliverable (separate bids per Region as indicated under Deliverable #3).

Bidders must complete, sign, and date the vendor section below:

Vendor Name: Miles Investigations Inc

Contact Person: Steven S. Stokel  
(Please Print)

Authorized Representative: Steven S. Stokel  
(Please Print)

Authorized Signature: [Signature]

Phone: 503-574-2771

Fax: 503-574-2772

Email: milesoreo@aol.com

Date: 6-10-11

**ATTACHMENT #6**

**COMPANY BROCHURE**

# WIC Compliance Investigation

**Experts in Undercover Compliance Investigation and  
Vendor Site Inspections**

## **MILES INVESTIGATIONS, INC**

Call US and put our 24 years of experience to work for you.

For over twelve years we have performed over eight thousand successful undercover compliance investigations and site visits for WIC Programs throughout the United States. We have testified in numerous hearings resulting in vendor sanctions and termination.

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- Undercover Compliance Buys
- Video Taped Buys
- Store Inspections
- Minimum Stock Verification
- Trafficking
- Background Investigations
- Eligibility
- Local Agency Investigations
- Program Development and Consultation



**Compliance Investigation ensures a fair start in life.**

### **MILES INVESTIGATIONS, INC**

Headquarters  
12225 SW 2nd Street Ste 200  
Beaverton, OR 97005  
Phone: 503-574-2771  
Fax: 503-574-2772  
E-mail: milesore@aol.com

Over 2 Decades of Quality  
Field Investigation with  
Trained, Experienced Staff.





**ATTACHMENT #7**

**PURCHASING AFFIDAVIDT**

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 owed 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: Miles Investigations Inc.

Authorized Signature: [Signature] Date: 6-11-11

State of Oregon

County of Washington, to-wit:

Taken, subscribed, and sworn to before me this 11 day of June, 2011.

My Commission expires April 8, 2013.

AFFIX SEAL HERE

NOTARY PUBLIC [Signature]

