



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

Request for Quotation

RFQ NUMBER:
AUD123613

PAGE:
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
**FRANK WHITTAKER
 304-558-2316**

VENDOR

RFQ COPY
 TYPE NAME/ADDRESS HERE
 Burroughs Payment Systems, Inc.
 41100 Plymouth Road
 Plymouth, MI 48170

SHIP TO

STATE AUDITOR'S OFFICE
 BUILDING 1, ROOM W100
 1900 KANAWHA BOULEVARD, EAST
 CHARLESTON, WV
 25305-0230 558-2251

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
07/27/2011				

BID OPENING DATE: **08/23/2011** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	LS		939-21		
<p>PRINTER MAINTENANCE</p> <p>THE WEST VIRGINIA PURCHASING DIVISION, FOR THE WEST VIRGINIA STATE AUDITOR'S OFFICE, IS SOLICITING BIDS FOR AN EMERGENCY & PREVENTIVE MAINTENANCE CONTRACT FOR TWO(2) UMS5160-MCR CHECK PRINTING SYSTEM, TWO (2) UMS2000-STK PRINTER, AND ONE (1) UMS2003-STK PRINTER PER THE ATTACHED SPECIFICATIONS.</p> <p>ALL TECHNICAL QUESTIONS MUST BE SUBMITTED IN WRITING TO FRANK WHITTAKER IN THE WV PURCHASING DIVISION VIA EMAIL AT FRANK.M.WHITTAKER@WV.GOV OF VIA FAX AT 304-558-4115. DEADLINE FOR ALL TECHNICAL QUESTIONS IS 08/09/2011 AT 4:00 PM. ALL TECHNICAL QUESTIONS WILL BE ADDRESSED BY ADDENDUM AFTER THE DEADLINE.</p> <p>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 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>BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THE STATE MAY DEEM THE CONTRACT NULL AND VOID, AND TERMINATE SUCH CONTRACT</p>						

RECEIVED

2011 AUG 26 AM 10:01

WV PURCHASING DIVISION

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	<i>Madise Dobbins</i>	TELEPHONE	734-737-4000	DATE	8/25/11
TITLE	Contracts Manager	FEIN	01-0941129	ADDRESS CHANGES TO BE NOTED ABOVE	

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



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

Request for Quotation

RFQ NUMBER:
AUD123613

PAGE
2

ADDRESS CORRESPONDENCE TO ATTENTION OF:
FRANK WHITTAKER
304-558-2316

VENDOR

RFQ COPY
 TYPE NAME/ADDRESS HERE
 Burroughs Payment Systems, Inc.
 41100 Plymouth Road
 Plymouth, MI 48170

SHIP TO

STATE AUDITOR'S OFFICE
 BUILDING 1, ROOM W100
 1900 KANAWHA BOULEVARD, EAST
 CHARLESTON, WV
 25305-0230 558-2251

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
07/27/2011				

BID OPENING DATE: **08/23/2011** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>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>REV. 05/26/2009</p> <p style="text-align: center;">NOTICE</p> <p>A SIGNED BID MUST BE SUBMITTED TO:</p> <p style="text-align: center;">DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION BUILDING 15 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305-0130</p> <p>THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:</p> <p>SEALED BID</p> <p>BUYER: 44</p> <p>RFQ. NO.: AUD123613</p> <p>BID OPENING DATE: 08/23/2011</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Madise Dobbins</i>	TELEPHONE 734-737-4000	DATE 8/25/11
TITLE <i>Contracts Manager</i>	FEIN 01-0941129	ADDRESS CHANGES TO BE NOTED ABOVE

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



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

Request for Quotation

RFQ NUMBER
AUD123613

PAGE
3

ADDRESS CORRESPONDENCE TO ATTENTION OF:
**FRANK WHITTAKER
 304-558-2316**

VENDOR

RFQ COPY
 TYPE NAME/ADDRESS HERE
 Burroughs Payment Systems, Inc.
 41100 Plymouth Road
 Plymouth, MI 48170

SHIP TO

STATE AUDITOR'S OFFICE
 BUILDING 1, ROOM W100
 1900 KANAWHA BOULEVARD, EAST
 CHARLESTON, WV
 25305-0230 558-2251

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
07/27/2011				

BID OPENING DATE: **08/23/2011** BID OPENING TIME: **01:30PM**

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
BID OPENING TIME:				1:30 PM		
PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID:						

CONTACT PERSON (PLEASE PRINT CLEARLY):						

Doug Prichard PHONE: 215-669-1749 FAX: 734-737-7007						
***** THIS IS THE END OF RFQ AUD123613 ***** TOTAL:						_____

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Nadine Dobbins</i>	TELEPHONE 734-737-4000	DATE 8/25/11
TITLE Contracts Manager	FEIN 01-0941129	ADDRESS CHANGES TO BE NOTED ABOVE

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

RFQ AUD123613 – WV State Auditor's Office

RFQ AUD123613 is for emergency and preventive maintenance coverage on the following Burroughs/Unisys printer styles. The contract will be established for one year with two one-year renewal options.

This request includes a total of five (5) printers at two (2) locations, Charleston and Clarksburg.

Please note, there will be two PPMs (Principle Period of Maintenance), 7x24x4 and 9x5x4. For 9x5x4 PPM, the WVSAO hours are M- F 0800-1700, excluding state and federal holidays.

To be considered, responding vendor must be able to provide services by certified technicians at both sites on both printer styles.

Also, responding vendor must be able to provide proof of certification for all trained technicians on the printer styles listed within this document.

PPMs and locations are detailed below.

Location #1:

WV State Auditors Office
1900 Kanawha Blvd.
Building 1 – Room W130
Charleston, WV 25305

Qty.	Style	Description
2	UHS5160-MCR	MICR Laser Printer 160 pages/min.

PPM: 7x24x4 (7 days a week, 24 hours a day) with 4 hour on-site response.

Reference the UHS5160-MCR Schedules detailed below for maintenance schedules and duties to be performed.

Qty.	Style	Description
2	UMS2000-STK	2000 LPM Matrix Printer

PPM: 9x5x4 (5 days a week, 9 hours a day) with 4 hour on-site response.

The UMS 2000/2003 printers require minimal preventative maintenance and are to be performed as per Unisys/Burroughs specifications.

The UHS5160-MCR Emergency Service conditions detailed below apply to

the UMS2000-STK printers. The only difference is the PPM will be on a 9x5x4 basis. This is to include any billable repairs/parts or services.

Location #2:

WV State Auditors Office
200 West Main Street
Clarksburg, WV 26301

Qty.	Style	Description
1	UMS2003-STK	2000 LPM Matrix Printer

PPM: 9x5x4 (5 days a week, 9 hours a day) with 4 hour on-site response.

The UMS 2000/2003 printers require minimal preventative maintenance and are to be performed as per Unisys/Burroughs specifications.

The UHS5160-MCR Emergency Service conditions detailed below apply to the UMS2003-STK printers. The only difference is the PPM will be on a 9x5x4 basis. This is to include any billable repairs/parts or services.

Preventive Maintenance Schedule UHS1560-MCR

- The maintenance interval is between 800,000 and 1,200,000 Images and is displayed by a counter.
- After maintenance counter end, perform a preventive maintenance of approx. 2.0 hours at printer

2.0 hours

a. General

- Read Event Log. If errors occur often, perform troubleshooting,
- Read out consumables counter, replace expendables if required.
- Perform light barrier test and clean. Replace if required,

b. Paper Input

- Suction out the trays
- Lubricate center pins of drawers,
By missing or lacking lubrication, the drawer cannot be moved towards operator panel side during unlocking.
- Make sure that the telescopic rails can be easily moved (therefore remove input trays to stop position) and if necessary clean the rails or change them.

- Check feed-in belts for wear. Replace if required,
 - Check function of safety switch,
 - Check valves
 - Check blower
 - Check paper path for soiling, clean if required.
 - Check transport rollers for soiling. If required, replace roller, and clean both transport rollers.
 - Check sprocket belts, tension loose belts and replace damaged sprocket belts
- c. Print unit**
- Check paper path for soiling, clean if required.
 - Check decurler for soiling, clean if required.
 - Check decurler belt, replace hard or too smooth belts.
 - Check transport rollers for soiling; remove transport roller mounted on spring if required, and clean both transport rollers.
 - Check, clean or replace filters:
 - Filter (metal), fan unit assembly SRA
 - Filter LPH power supply
 - Filter LED array
 - Filter, active carbon
 - Filter SMO-Platter
 - Clean photoconductor drum surrounding
 - Lubricate solenoid joints,
 - Check sprocket belts, tension loose belts, replace worn sprocket belts
 - **Clean and check fuser stations:**
 - Clean stripper blades
 - Clean inner segment block
 - Clean temperature sensor
 - Check fuser and pressure rollers for damages. Replace if required,
 - - Check oil roller and cleaning belt. Replace if required.
 - **Fixlerstation A4/A5: additional cleanings and checks:** Clean oil collection bin
 - **Fuser station A14/A15: additional cleanings and checks:**
 - Wipe off loose paper- and toner dust particulars at blade (option) with cleaning cloth.
 - Dispose filter mat C29312-H608-C261 in inner segment block and replace by a new one, if it is totally wetted with paper- and toner dust (therefore no filter effect)

- Check filling level of old oil container. Replace if required. Replacement is required, if container is filled over 3/4. Lid must remain at assembly.
- **Clean and check transfer stations:**
 - Clean toner mark sensor
 - Check paper transport belt for damages. Replace if required,
 - Clean ionisators (above transfer station) with appropriate **soft** brush.
 - Do not use a brass brush!**
 - Check corotrons. Replace if required.
 - Check wiping blade. Clean if required.
 - Check waste toner container. Replace if required.
- **Clean and check developer stations:**
 - Vacuum felts, luminescent strips and magnet catch bar if required
 - Lubricate chains if required,
 - Do not** grease plastic chains (white plastic chain elements, developer station).
 - Check plastic chain for wear of plastic chain links. Replace if required.
 - A chain replacement is required:
 - if sleeves of plastic chain links are damaged or
 - if metal bolts of metal chain links are visible.
 - In other case, HV errors see "DL.075 210" and see "DU.075 210" may occur.
- **Check and clean cleaning station:**
 - Suction the cleaning station cautiously.
 - The corotron shield profile must be metallic blank. Wipe off adhesive-resinous residues at profile with a cloth (moistened with spirit).
 - Check sealing blade and swivel blade for damage. Replace if required.
 - Check corotrons. Replace if required.
 - Check waste toner container. Replace if required.
- **Clean and check charge station**
- **Suction the charge station:**
 - The corotron shield profile must be metallic blank. Wipe off adhesive-resinous residues at profile with a cloth (moistened with spirit).
 - Suction the felts and luminescent strips.
 - Check corotrons. Replace if required.
- **d. Paper Output**
 - Check paddles. Replace if required.
 - Suction out the paper output trays.
 - Check transport rollers for soiling. If required, remove roller and clean both transport rollers.

- Check paper path for soiling. Clean if required.
 - Check sprocket belts. Tension loose belts. Replace damaged sprocket belts.
 - Clean ionisators in the paper output with brass brush.
1. Start diagnosis program and confirm maintenance. The maintenance counter will be reset,
 2. Perform print test and check print-out and fuser quality,

End of UHS5160 Preventive Maintenance Procedures.

Please Note: These procedures are only to be performed by certified trained field service personnel that have gone through model specific training on the printer models mentioned.

Proof of certification is required.

UHS5160-MCR Emergency (Non Preventive Maintenance) Service:

PPM: 7x24x4 (7 days a week, 24 hours a day) with 4 hour on-site response.

This covers all non-scheduled maintenance and repairs to the UHS5160-MCR Printers. Parts and travel expenses are to be included within this PPM.

Vendor will supply certified parts for repair per the manufacturer's specifications.

Vendor must be able to provide 7x24x4 (7 days a week, 24 hours a day) with 4 hour on-site response PPM to both WVSAO locations, Clarksburg, WV and Charleston, WV.

Any billable repairs or services to be performed outside the terms of the contract must be pre-approved by WVSAO prior to being done.

Please Note: Emergency (Non Preventive Maintenance Service) is only to be performed by certified trained field service personnel that have gone through model specific training on the printer models mentioned.

Proof of certification is required.

Billing:

Maintenance will be billed monthly in arrears.
AUD123613 must be referenced on invoices.

Invoices to be sent to:
WV State Auditor's Office
1900 Kanawha Blvd., E.
Room W-100
Charleston, WV 25305
Attn: Mike Barker

RFQ/Bid Response:

1. Single Lump sum/Fixed monthly maintenance rate for all equipment as detailed:
12 months X \$ 7957.20 * per month = \$ 95,486.40 * (annually) * See Note 1
2. A billable rate schedule for any repairs or services that may be required outside the terms of the contract:
(Estimated) 30 Hours X \$ 395.00 p/hr = \$ 11,850.00 (annual est)
Actual Hours will vary based on agency need.

Total Bid Price: \$ 107,336.40 *

3. All parts and/or consumable supplies not covered under the terms of the contract will be provided to the agency based on the formula below: * See Note 2
Cost of Parts x Vendor Markup (%) 1. = Total

NOTE: The multiplier listed below is derived by taking the parts percentage mark up and converting it into a multiplier factor. For example, a 25% markup would equal a multiplier of 1.25.

Example:

Cost for parts \$150.00 x Mark up (25 %) 1.25 = \$ 187.50

Note 1: In addition to the monthly unit Support Services fees for the UHS5160-MCR printers, there is a charge of \$0.00316 per page for usage above zero (0) pages. That amount is not included here as it is a variable amount per month and will be invoiced to the State at the end of each month.

Note 2: Parts required to repair a malfunction due to normal wear and tear are included in the price of the contracted Service Plan. Any other parts that the State may request would be separately quoted at that time. Consumable supplies are not included in the contracted Service Plan. Currently, Burroughs offers the State a discount of fifteen percent (15%) off of Burroughs published list rates for applicable printer supplies.

Note 3: BURROUGHS PAYMENT SYSTEMS, INC. ("BURROUGHS") RESPONSE TO THIS REQUEST FOR QUOTE AUD123613 ("RFQ") IS SUBJECT TO THE TERMS AND CONDITIONS OF THIS RFQ AND THE MASTER AGREEMENT FOR PRODUCTS AND SERVICES, AGREEMENT NUMBER MA110411, INCLUDING THE BURROUGHS SUPPORT SERVICES ADDENDUM INCORPORATED THEREIN, AND SIGNED BY THE STATE OF WEST VIRGINIA - AUDITOR'S OFFICE ON APRIL 15, 2011. IN THE EVENT OF A CONFLICT, THE ORDER OF PRECEDENCE SHALL BE (1) THE GENERAL TERMS AND CONDITIONS CONTAINED IN THIS RFQ, (2) AGREEMENT NUMBER MA110411, AND (3) THE SUPPORT SERVICES ADDENDUM INCLUDED IN AGREEMENT NUMBER MA110411.

Note 4: See pages 9A and 9B, included with this RFQ response, for Burroughs proof of UHS5160 training certification for the service technicians assigned in the West Virginia territory. Proof of certification on the UMS2000/2003-STK printers is not available. However, Burroughs Customer Engineers (CE) assigned to the Auditor's Office have the requisite skills and training to support these printers and the lead CE has provided such support to the Auditor's Office for over five (5) years.

Océ Service Training



9A

Technical Training Transcript for: **Light, Mark**

res9030

Course	Date:	Status:	Module/Method:	Instructor
DS/VS	1/1/2005	Certified	Instructor-led	
Introduction to CoDI	5/29/2007	Completed	CBT	
Introduction to SRA	5/29/2007	Completed	CBT	
VarioPrint 5000 Basic Cut/Shee	7/10/2007	Certified	Classroom Training	Dlgregorio
VS7000	1/1/2005	Certified	Classroom Training	

I attest that these records are true and valid.

Timothy J McKernan
Director, Service Training
Océ North America, a Canon Group Company

Océ Service Training



9B

Technical Training Transcript for: Cochran, John

trd1297

Course	Date:	Status:	ModuleMethod:	Instructor
Introduction to CoDI	5/29/2007	Completed	CBT	
Introduction to SRA	5/29/2007	Completed	CBT	
Océ Digital Basics	5/31/2007	Completed	CBT	
VarioPrint 5000 Basic CutShee	9/15/2008	Certified	Classroom Training	Beckham

I attest that these records are true and valid

Timothy J McKernan
Director, Service Training
Océ North America, a Canon Group Company

State of West Virginia **VENDOR PREFERENCE CERTIFICATE**

Certification and application* is hereby made for Preference in accordance with *West Virginia Code, §5A-3-37*. (Does not apply to construction contracts). *West Virginia Code, §5A-3-37*, provides an opportunity for qualifying vendors to request (at the time of bid) preference for their residency status. Such preference is an evaluation method only and will be applied only to the cost bid in accordance with the *West Virginia Code*. This certificate for application is to be used to request such preference. The Purchasing Division will make the determination of the Resident Vendor Preference, if applicable.

1. **Application is made for 2.5% resident vendor preference for the reason checked:**
 Bidder is an individual resident vendor and has resided continuously in West Virginia for four (4) years immediately preceding the date of this certification; or,
 Bidder is a partnership, association or corporation resident vendor and has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; or 80% of the ownership interest of Bidder is held by another individual, partnership, association or corporation resident vendor who has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; or,
 Bidder is a nonresident vendor which has an affiliate or subsidiary which employs a minimum of one hundred state residents and which has maintained its headquarters or principal place of business within West Virginia continuously for the four (4) years immediately preceding the date of this certification; or,
2. **Application is made for 2.5% resident vendor preference for the reason checked:**
 Bidder is a resident vendor who certifies that, during the life of the contract, on average at least 75% of the employees working on the project being bid are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; or,
3. **Application is made for 2.5% resident vendor preference for the reason checked:**
 Bidder is a nonresident vendor employing a minimum of one hundred state residents or is a nonresident vendor with an affiliate or subsidiary which maintains its headquarters or principal place of business within West Virginia employing a minimum of one hundred state residents who certifies that, during the life of the contract, on average at least 75% of the employees or Bidder's affiliate's or subsidiary's employees are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; or,
4. **Application is made for 5% resident vendor preference for the reason checked:**
 Bidder meets either the requirement of both subdivisions (1) and (2) or subdivision (1) and (3) as stated above; or,
5. **Application is made for 3.5% resident vendor preference who is a veteran for the reason checked:**
 Bidder is an individual resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard and has resided in West Virginia continuously for the four years immediately preceding the date on which the bid is submitted; or,
6. **Application is made for 3.5% resident vendor preference who is a veteran for the reason checked:**
 Bidder is a resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard, if, for purposes of producing or distributing the commodities or completing the project which is the subject of the vendor's bid and continuously over the entire term of the project, on average at least seventy-five percent of the vendor's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years.

Bidder understands if the Secretary of Revenue determines that a Bidder receiving preference has failed to continue to meet the requirements for such preference, the Secretary may order the Director of Purchasing to: (a) reject the bid; or (b) assess a penalty against such Bidder in an amount not to exceed 5% of the bid amount and that such penalty will be paid to the contracting agency or deducted from any unpaid balance on the contract or purchase order.

By submission of this certificate, Bidder agrees to disclose any reasonably requested information to the Purchasing Division and authorizes the Department of Revenue to disclose to the Director of Purchasing appropriate information verifying that Bidder has paid the required business taxes, provided that such information does not contain the amounts of taxes paid nor any other information deemed by the Tax Commissioner to be confidential.

Under penalty of law for false swearing (*West Virginia Code, §61-5-3*), Bidder hereby certifies that this certificate is true and accurate in all respects; and that if a contract is issued to Bidder and if anything contained within this certificate changes during the term of the contract, Bidder will notify the Purchasing Division in writing immediately.

Bidder: _____ Signed: _____

Date: _____ Title: _____

*Check any combination of preference consideration(s) indicated above, which you are entitled to receive.

RFQ No. AUD123613

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: Burroughs Payment Systems, Inc

Authorized Signature: Madie Dobbins Date: 8/25/11

State of Michigan

County of Wayne, to-wit:

Taken, subscribed, and sworn to before me this 25th day of August, 2011.

My Commission expires April 23, 2018.

AFFIX SEAL HERE

NOTARY PUBLIC

[Signature]

