



The following documentation is an electronically-submitted vendor response to an advertised solicitation from the *West Virginia Purchasing Bulletin* within the Vendor Self-Service portal at ***wvOASIS.gov***. As part of the State of West Virginia's procurement process, and to maintain the transparency of the bid-opening process, this documentation submitted online is publicly posted by the West Virginia Purchasing Division at ***WVPurchasing.gov*** with any other vendor responses to this solicitation submitted to the Purchasing Division in hard copy format.



Jump to: FORMS



Welcome, Lu Anne Cottrill

Procurement

Budgeting

Accounts Receivable

Accounts Payable

Solicitation Response(SR)

Dept: 0210

ID: ESR09141600000001070

Ver.: 1

Function: New

Phase: Final

Modified by batch , 09/14/2016

## Header

List View

## General Information

Contact

Default Values

Discount

Document Information

Procurement Folder: 235335

Procurement Type: Central Master Agreement

Vendor ID: 000000206345

Legal Name: ACCESS SYSTEMS

Alias/DBA:

Total Bid: \$0.00

Response Date: 09/14/2016

Response Time: 11:35

SO Doc Code: CRFQ

SO Dept: 0210

SO Doc ID: ISC1700000004

Published Date: 9/6/16

Close Date: 9/14/16

Close Time: 13:30

Status: Closed

Solicitation Description: Addendum #1 Maintenance for telephone systems

Total of Header Attachments: 0

Total of All Attachments: 0



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

State of West Virginia  
Solicitation Response

Proc Folder : 235335

Solicitation Description : Addendum #1 Maintenance for telephone systems

Proc Type : Central Master Agreement

Date issued	Solicitation Closes	Solicitation Response	Version
	2016-09-14 13:30:00	SR 0210 ESR09141600000001070	1

VENDOR

000000206345

ACCESS SYSTEMS

Solicitation Number: CRFQ 0210 ISC1700000004

Total Bid : \$0.00

Response Date: 2016-09-14

Response Time: 11:35:54

Comments:

FOR INFORMATION CONTACT THE BUYER

Stephanie L Gale  
(304) 558-8801  
stephanie.l.gale@wv.gov

Signature on File

FEIN #

DATE

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	Post Warranty Maintenance on Telephone Systems	0.00000	HOUR	\$150.000000	\$0.00

Comm Code	Manufacturer	Specification	Model #
81161708			

<b>Extended Description :</b>	The Vendor must provide post-warranty maintenance on all brands of telephones that are analog, digital, and IP telephones
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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
2	Optional Renewal YR 2: Post Warranty Maintenance	0.00000	HOUR	\$150.000000	\$0.00

Comm Code	Manufacturer	Specification	Model #
81161708			

<b>Extended Description :</b>	The Vendor must provide post-warranty maintenance on all brands of telephones that are analog, digital, and IP telephones
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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
3	Optional Renewal YR 3: Post Warranty Maintenance	0.00000	HOUR	\$150.000000	\$0.00

Comm Code	Manufacturer	Specification	Model #
81161708			

<b>Extended Description :</b>	The Vendor must provide post-warranty maintenance on all brands of telephones that are analog, digital, and IP telephones
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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
4	Optional Renewal YR 4: Post Warranty Maintenance	0.00000	HOUR	\$150.000000	\$0.00

Comm Code	Manufacturer	Specification	Model #
81161708			

<b>Extended Description :</b>	The Vendor must provide post-warranty maintenance on all brands of telephones that are analog, digital, and IP telephones
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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
5	Major Outage Response	0.00000	HOUR	\$300.000000	\$0.00

Comm Code	Manufacturer	Specification	Model #
81161708			

Extended Description :	The Vendor must respond to major outage request 24 hours a day, 7 days a week, and 365 days out of the year.
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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
6	Optional Renewal YR 2: Major Outage Response	0.00000	HOUR	\$300.000000	\$0.00

Comm Code	Manufacturer	Specification	Model #
81161708			

Extended Description :	The Vendor must respond to major outage request 24 hours a day, 7 days a week, and 365 days out of the year.
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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
7	Optional Renewal YR 3: Major Outage Response	0.00000	HOUR	\$300.000000	\$0.00

Comm Code	Manufacturer	Specification	Model #
81161708			

Extended Description :	The Vendor must respond to major outage request 24 hours a day, 7 days a week, and 365 days out of the year.
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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
8	Optional Renewal YR 4: Major Outage Response	0.00000	HOUR	\$300.000000	\$0.00

Comm Code	Manufacturer	Specification	Model #
81161708			

Extended Description :	The Vendor must respond to major outage request 24 hours a day, 7 days a week, and 365 days out of the year.
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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
9	Minor Outage Response	0.00000	HOUR	\$250.000000	\$0.00

Comm Code	Manufacturer	Specification	Model #
81161708			

Extended Description :	The Vendor must respond to minor outage request during Business Hours.
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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
10	Optional Renewal YR 2: Minor Outage Response	0.00000	HOUR	\$250.000000	\$0.00

Comm Code	Manufacturer	Specification	Model #
81161708			

Extended Description :	The Vendor must respond to minor outage request during Business Hours.
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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
11	Optional Renewal YR 3: Minor Outage Response	0.00000	HOUR	\$250.000000	\$0.00

Comm Code	Manufacturer	Specification	Model #
81161708			

Extended Description :	The Vendor must respond to minor outage request during Business Hours.
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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
12	Optional Renewal YR 4: Minor Outage Response	0.00000	HOUR	\$250.000000	\$0.00

Comm Code	Manufacturer	Specification	Model #
81161708			

Extended Description :	The Vendor must respond to minor outage request during Business Hours.
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Purchasing Division  
2019 Washington Street East  
Post Office Box 50130  
Charleston, WV 25305-0130

State of West Virginia  
Request for Quotation  
21 - Info Technology

Proc Folder: 235335

Doc Description: Maintenance for telephone systems

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2016-08-11	2016-09-08 13:30:00	CRFQ 0210 ISC1700000004	1

**BID RECEIVING LOCATION**

BID CLERK

DEPARTMENT OF ADMINISTRATION

PURCHASING DIVISION

2019 WASHINGTON ST E

CHARLESTON

WV

25305

US

**VENDOR**

Vendor Name, Address and Telephone Number:

Access Systems  
4108 MACCORKLE AVE SE  
Charleston WV 25304  
304 390 4298

**FOR INFORMATION CONTACT THE BUYER**

Stephanie L Gale

(304) 558-8801

stephanie.l.gale@wv.gov

Signature X

FEIN # 550 68 4486

DATE 9/14/16

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

**DESIGNATED CONTACT:** Vendor appoints the individual identified in this Section as the Contract Administrator and the initial point of contact for matters relating to this Contract.

JASON KNAPP VP of Operations  
(Name, Title)  
4108 MacCorkle Ave SE Charleston WV 25304  
(Address)  
304 340 4288 304 340 4293  
(Phone Number) / (Fax Number)  
tech@accesswv.com  
(email address)

**CERTIFICATION AND SIGNATURE:** By signing below, or submitting documentation through wvOASIS, I certify that I have reviewed this Solicitation in its entirety; that I understand the requirements, terms and conditions, and other information contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation for that product or service, unless otherwise stated herein; that the Vendor accepts the terms and conditions contained in the Solicitation, unless otherwise stated herein; that I am submitting this bid, offer or proposal for review and consideration; that I am authorized by the vendor to execute and submit this bid, offer, or proposal, or any documents related thereto on vendor's behalf; that I am authorized to bind the vendor in a contractual relationship; and that to the best of my knowledge, the vendor has properly registered with any State agency that may require registration.

Access Systems  
(Company)

 JASON KNAPP VP of oper.  
(Authorized Signature) (Representative Name, Title)

JASON KNAPP VP of Operations  
(Printed Name and Title of Authorized Representative)

9/14/16  
(Date)

304 340 4288 304 340 4293  
(Phone Number) (Fax Number)



REQUEST FOR QUOTATION  
Post Warranty Telephone Maintenance

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**11. MISCELLANEOUS:**

**11.1. Contract Manager:** During its performance of this Contract, Vendor must designate and maintain a primary contract manager responsible for overseeing Vendor's responsibilities under this Contract. The Contract manager must be available during normal business hours to address any customer service or other issues related to this Contract. Vendor should list its Contract manager and his or her contact information below.

**Contract Manager:** JASON KNAPP

**Telephone Number:** 304 340 4288

**Fax Number:** 304 340 4293

**Email Address:** tech@accesswr.com

**EXHIBIT A – Pricing Page**  
**Post Warranty Phone Maintenance**

Contract Item	Description	Unit of Measure	Quantity	Unit Cost	Extended Cost
4.1.1	Post Warranty Maintenance on telephone systems	Per Hour	1	\$ 150. <sup>00</sup>	0.00
4.1.1	OPTIONAL RENEWAL YR 2: Post Warranty Maintenance	Per Hour	1	\$ 150. <sup>00</sup>	0.00
4.1.1	OPTIONAL RENEWAL YR 3: Post Warranty Maintenance	Per Hour	1	\$ 150. <sup>00</sup>	0.00
4.1.1	OPTIONAL RENEWAL YR 4: Post Warranty Maintenance	Per Hour	1	\$ 150. <sup>00</sup>	0.00
4.1.2	Major Outage Response	Per Hour	1	\$ 300. <sup>00</sup>	0.00
4.1.2	OPTIONAL RENEWAL YR 2: Major Outage Response	Per Hour	1	\$ 300. <sup>00</sup>	0.00
4.1.2	OPTIONAL RENEWAL YR 3: Major Outage Response	Per Hour	1	\$ 300. <sup>00</sup>	0.00
4.1.2	OPTIONAL RENEWAL YR 4: Major Outage Response	Per Hour	1	\$ 300. <sup>00</sup>	0.00
4.1.3	Minor Outage Request	Per Hour	1	\$ 250. <sup>00</sup>	0.00
4.1.3	OPTIONAL RENEWAL YR 2: Minor Outage Response	Per Hour	1	\$ 250. <sup>00</sup>	0.00
4.1.3	OPTIONAL RENEWAL YR 3: Minor Outage Response	Per Hour	1	\$ 250. <sup>00</sup>	0.00
4.1.3	OPTIONAL RENEWAL YR 4: Minor Outage Response	Per Hour	1	\$ 250. <sup>00</sup>	0.00
				<b>Total Cost</b>	<b>0.00</b>



## 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 Vendor Preference, if applicable.

**1. Application is made for 2.5% 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% 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% 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% 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% 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% 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.

**7. Application is made for preference as a non-resident small, women- and minority-owned business, in accordance with West Virginia Code §5A-3-59 and West Virginia Code of State Rules.**

- ☒ Bidder has been or expects to be approved prior to contract award by the Purchasing Division as a certified small, women- and minority-owned business.

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: Access Systems

Signed: [Signature]

Date: 9/14/12

Title: VP of Operations



STATE OF WEST VIRGINIA  
Purchasing Division

## PURCHASING AFFIDAVIT

**MANDATE:** Under W. Va. Code §5A-3-10a, 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: (1) the debt owed is an amount greater than one thousand dollars in the aggregate; or (2) the debtor is in employer default.

**EXCEPTION:** The prohibition listed above does not apply where a vendor has contested any tax administered pursuant to chapter eleven of the W. Va. 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.

**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.

**"Employer default"** means having an outstanding balance or liability to the old fund or to the uninsured employers' fund or being in policy default, as defined in W. Va. Code § 23-2c-2, failure to maintain mandatory workers' compensation coverage, or failure to fully meet its obligations as a workers' compensation self-insured employer. An employer is not in employer default if it has entered into a repayment agreement with the Insurance Commissioner and remains in compliance with the obligations under the repayment agreement.

**"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.

**AFFIRMATION:** By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (W. Va. Code §61-5-3) that neither vendor nor any related party owe a debt as defined above and that neither vendor nor any related party are in employer default as defined above, unless the debt or employer default is permitted under the exception above.

**WITNESS THE FOLLOWING SIGNATURE:**

Vendor's Name: Access Systems

Authorized Signature: [Signature] Date: 5/10/16

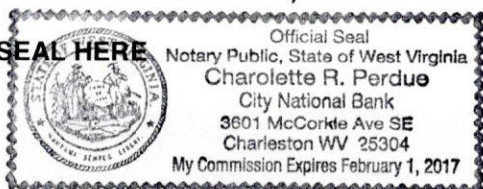
State of WV

County of Kanawha, to-wit:

Taken, subscribed, and sworn to before me this 10 day of May, 2016.

My Commission expires 02/01/2017, 20  .

AFFIX SEAL HERE



NOTARY PUBLIC

[Signature]

Purchasing Affidavit (Revised 08/01/2015)