

04/10/18 09:43:53  
Purchasing Division



# OMNISCAN2



**Request for Information Response**  
**CRFI: SUR1800000001**

CRFI: SUR1800000001

## Back Ground for RFI

The West Virginia State Agency for Surplus Property (WVSASP), is seeking information to assist in their preparing of specifications for a point of sale inventory system.

The WVSASP is responsible for receiving state surplus property from state agencies. These items are then sold to the public and organizations that meet eligibility requirements. The WVSASP must keep an accurate inventory of items that are received and sold.

The WVSASP also receives federal surplus property from the federal government donation program, then allocates the donated items to recipients that meet eligibility requirements. The WVSASP charges a fee to the recipients and tracks usage compliance. The WVSASP must keep an accurate inventory of donated items.

## OmniScan2 Summary

OmniScan2 provides inventory and asset management at its best. We deliver the big picture view of your assets, resources and inventory—real time and up to date. Our OS2 Asset software solution gives you complete visibility to help tackle any of your yard, facility and warehouse management challenges ranging from asset & inventory shrinkage and operational inefficiencies to accountability and security concerns.

Our proposed solution was originally designed specifically for Electric and Utility companies to manage a wide range of assets. We have also worked in the parking and vehicle management industry and in general understand how to track “what” and “where” things are. Our solution incorporates both Barcode and RFID technology into your standard warehouse management transactions such as Picking Slip, Inventory Transfers, Cycle Counts, Returns, etc.

Our team has over 20 years of experience working with Client based programs and solutions. Our company’s main product line is in technology for mobile and field workers. Our proposed solution is a functional and demonstrable solution today. OmniScan2 has been fully deployed and field tested. It is being used daily at Nashville Electric Service since 2016.

OmniScan2, and its sister company DataSource Mobility, has served customers around the world and across these United States. We furnish technology products to hundreds of customers using similar mobility products and over 50 utility & energy customers around the country, as well as hundreds of state and local government organizations. We serve customers as large as the City of Dallas and FedEx, down to as small as local municipalities and townships.

We provide mobile computing solutions to meet the needs of our diverse customer base around the country, and in some cases, around the world.

Our mission is to be your trusted partner. Help our customers improve the lives of those they serve and to have a positive impact on the world.

CRFI: SUR1800000001

We welcome the opportunity to work with you!

## Response Questions

1. Will additional software be needed to do reporting? If yes, what additional software will be needed? No additional software will be required. All reports can be provided along with exception notifications directly from our OS2 solution.
2. Is this a commercial off the shelf software? If not, please describe the approach to meeting the agency's needs. The core OS2 solution is readily available as a finished "COTS" product. However, we will make modifications to the system to provide some of the functionality that is required, including integration to backend systems, such as GSAccess.gov.
3. What is the minimum hardware operating system? Our software runs on Windows Mobile handheld devices and we can run on Android. Currently we do not run on iOS.
4. What type of scanners are used with the software? This varies based on customer needs. We can use both bar code and RFID for scanning—generally we have found that for items worth less than \$100, we recommend barcode, and RFID for items worth more than that amount. This is a bit simplistic of a model, but it's a rough rule of thumb that tends to work.
5. Can the system reside and operate from the agency's Microsoft Windows Server 2012 R2 based data server located onsite in Dunbar, WV? If not, please describe the required operating environment. Yes, or it can be cloud based and hosted by our secure servers.
6. How many eligible organizations can be stored? No current limit.
7. Does your software do notifications of eligibility expirations? Yes, if this is a field you have captured.
8. What is the maximum number of assets that can be stored? There is no set practical limit.
9. What type of warranty is offered on the software and required hardware? OS2 offers standard software Service offerings of 1 to 5 years for an additional cost. Service, maintenance and support are included in this additional cost along with software updates.
10. What type of customer support is offered? Remote level 1 and 2 support. Level 3 In person support. We offer email, text and phone support.

11. Are software upgrades included in annual fee? **Yes.**
12. Can the software import Microsoft excel and csv files? **Yes.**
13. What type of training is offered? **We offer a Train the trainer option but additional training can be done on demand.**
14. How will the installation be, on site or remote? **We can do either but our preference will be for the application to be accessed remotely in the cloud.**
15. Does the software generate "Homeless and Needy" and "3040" reports? **Yes**
16. Can the database be exported to Microsoft excel and csv files? **Yes, reports can be exported to excel and csv.**
17. Are invoices sequentially numbered? **Yes**
18. Is the software web based and accessible through mainstream tablets and smartphones? **Yes**
19. Can the software save public customer information for future invoicing? **Yes**
20. Does the software allow discounts when invoicing? If so, how? Is the discount applied per line item, per invoice or both? **Yes, both per item and per invoice as a whole.**
21. Does the software require a specific format for invoices or can they be customized? **The program has a specific invoice format but a default invoice format can be built by change request.**



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

State of West Virginia  
 Request for Information  
 33 - Service - Misc

Proc Folder: 434551

Doc Description: Req. for Info. ONLY - Point of Sale Inventory System

Proc Type: Request for Information

Date Issued	Solicitation Closes	Solicitation No	Version
2018-03-26	2018-04-10 13:30:00	CRFI 0214 SUR1800000001	1

**FOR INFORMATION CONTACT THE BUYER**

Linda B Harper  
 (304) 558-0468  
 linda.b.harper@wv.gov

Signature X

FEIN # 26-0792007

DATE

4/9/18

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

**ADDITIONAL INFORMATION:**

The West Virginia Purchasing Division is issuing this Request for Information for the West Virginia State Agency for Surplus Property (WVSASP) for the purpose of gathering information to develop specifications for a point of sale inventory system. Information provided will assist the West Virginia State Agency for Surplus Property in developing specifications and will assist in the procurement process.

INVOICE TO		SHIP TO	
ADMINISTRATIVE SERVICES MANAGER DEPARTMENT OF ADMINISTRATION SURPLUS PROPERTY 2700 CHARLES AVE DUNBAR US	WW25064-2236	ADMINISTRATIVE SERVICES MANAGER DEPARTMENT OF ADMINISTRATION SURPLUS PROPERTY 2700 CHARLES AVE DUNBAR US	WV 25064

Line	Comm Ln Desc	Qty	Unit Issue
1	Req. Information ONLY for Point of Sale Inventory System	0.00000	LS

Comm Code	Manufacturer	Specification	Model #
43230000			

**Extended Description :**

Request for INFORMATION ONLY; to assist WVSASP in preparing specification for a point of sale inventory system

**SCHEDULE OF EVENTS**

Line	Event	Event Date
1	Question Deadline 4:00 PM	2018-04-02

**CENTRALIZED REQUEST FOR INFORMATION (CRFI):  
WEST VIRGINIA STATE AGENCY FOR SURPLUS PROPERTY  
POINT OF SALE INVENTORY SYSTEM**

**Statement of Need**

The West Virginia State Agency for Surplus Property (WVSASP), is seeking information (only) to assist in their preparing of specifications for a point of sale inventory system.

The WVSASP is responsible for receiving state surplus property from state agencies. These items are then sold to the public and organizations that meet eligibility requirements. The WVSASP must keep an accurate inventory of items that are received and sold.

The WVSASP receives federal surplus property from the federal government donation program, then allocates the donated items to donees that meet eligibility requirements. The WVSASP charges a fee to the donees and tracks usage compliance. The WVSASP must keep an accurate inventory of donated items.

**Response Requests**

The WVSASP seeks informational responses from vendors regarding its ability:

1. To track federal and state inventory and create federal distribution documents and state invoices for state inventory items sold.
2. To generate and print one or more multiple bar codes at one time that can be attached to inventory items for identification and point-of-sale purposes.
3. To use configurable label sizes and types for barcode printing.
4. To store information on eligible organizations, including account numbers, eligible buyers, phone numbers, e-mail addresses, physical addresses and eligibility expiration dates.
5. To assign account numbers to eligible organizations based on a format predetermined by the WVSASP.
6. To interphase with GSAXcess.gov.
7. To search and recall inventory items.
8. To allow upload of inventory from an excel spreadsheet or by some other means.
9. To allow the WVSASP to create users and modify access levels of these users.
10. To allow adhoc reporting at no additional charge to the WVSASP.

11. To use wireless scanners that can interface and achieve real time scanning with point of sale system.
12. To allow multiple items to be invoiced on one invoice.
13. To maintain historical costing with duplicate invoice reprint.
14. To allow different levels of taxation on the invoice that can be modified by the WWSASP.

**Response Questions**

1. Will additional software be needed to do reporting? If yes, what additional software will be needed?
2. Is this a commercial off the shelf software? If not, please describe the approach to meeting the agency's needs.
3. What is the minimum hardware operating system?
4. What type of scanners are used with the software?
5. Can the system reside and operate from the agency's Microsoft Windows Server 2012 R2 based data server located onsite in Dunbar, WV? If not, please describe the required operating environment.
6. How many eligible organizations can be stored?
7. Does your software do notifications of eligibility expirations?
8. What is the maximum number of assets that can be stored?
9. What type of warranty is offered on the software and required hardware?
10. What type of customer support is offered?
11. Are software upgrades included in annual fee?
12. Can the software import Microsoft excel and csv files?
13. What type of training is offered?
14. How will the installation be, on site or remote?
15. Does the software generate "Homeless and Needy" and "3040" reports?
16. Can the database be exported to Microsoft excel and csv files?



17. Are invoices sequentially numbered?
18. Is the software web based and accessible through mainstream tablets and smartphones?
19. Can the software save public customer information for future invoicing?
20. Does the software allow discounts when invoicing? If so, how? Is the discount applied per line item, per invoice or both?
21. Does the software require a specific format for invoices or can they be customized?

**No contract will be awarded from this Centralized Request for Information (CRFI). The Agency will not reimburse costs to any Vendor for their responses to this CRFI. After reviewing the responses, the Agency may request a meeting or teleconference with any responding Vendors to gain further insight into their capabilities. The Agency requesting information in the form of answers and/or proposed solutions from qualified Vendors on the initiatives listed below. Respondents are not required to address all questions listed as information provided is for evaluation purposes only.**

**Responses to the CRFI should be justified by industry best practices and include sufficient detail. Information included in responses to the CRFI may be used by the Agency to develop specific Centralized Requests for Quotations. Please note that the CRFI is not all-inclusive and Vendors are welcome to provide additional narrative on solutions that may not be tied to specific questions outlined below.**

**INSTRUCTIONS TO VENDORS RESPONDING TO A  
CENTRALIZED REQUEST FOR INFORMATION**

1. **Review documents thoroughly:** The attached documents contain a request for information only.
2. **Vendor Question Deadline:** Vendors may submit questions related to the solicitation to the West Virginia Purchasing Division. Questions must be submitted in writing. All questions must be submitted on or before the date listed below to the address listed below to be considered. A written response will be published in a Solicitation addendum if a response is possible and appropriate. Non-written discussions, conversations or questions and answers regarding the Solicitation are preliminary in nature and are non-binding. Submitted e-mails should have the Solicitation number in the subject line.

**Question submission deadline:** **Monday, April 2 2018, 4:00 PM**

**Submit questions to:** Linda Harper  
2019 Washington Street East  
Charleston, WV 25305  
Email: [Linda.B.Harper@wv.gov](mailto:Linda.B.Harper@wv.gov)

3. **Verbal communication:** Any verbal communication between the vendor and any state personnel is not binding.
4. **Response Submission and Format**

The RFI response must be no more than 25 typed pages with 11-point font or larger. The RFI number shall be typed on each page with all pages being numbered.

All responses must be delivered to the West Virginia Purchasing Division at the address listed below on or before the date and time of submission deadline. E-mail responses will not be accepted.

**The response delivery address is:** West Virginia Purchasing Division  
2019 Washington Street East  
Charleston, WV 25305

**Fax number for responses is:** 304-558-3970

**Responses should contain the following information on the envelope:**

**Request for Information:** SUR1800000001  
**Attention:** Linda B. Harper, Buyer Supervisor  
**Response Opening Date:** April 10, 2018  
**Response Opening Time:** 1:30 PM

5. **Response opening:** Responses submitted will be opened at the location identified above on the date and time listed above. Delivery of a response after the opening date and time above

may result in the response being discarded. For purposes of this Solicitation, a response is considered delivered when the response time is stamped by the West Virginia Purchasing Division time clock.

6. **Addendum acknowledgement:** Changes or revisions to this solicitation will be made by an official written addendum issued by the West Virginia Purchasing Division. Vendor should acknowledge receipt of all addenda issued with the Solicitation by the completing the Addendum Acknowledgement Form, a copy of which is included with each addendum issued. Failure to acknowledge addenda may result in the response being discarded. The addendum acknowledgment should be submitted with the response.
7. **Communications limitations:** Communication with the State of West Virginia or any of its employees regarding this Solicitation during the solicitation period, except through the West Virginia Purchasing Division, is strictly prohibited without prior Purchasing Division approval. From the date that the request for information is issued until after the opening date and time, contact regarding this Solicitation between vendors responding to this solicitation and individuals employed by the State is restricted to the person listed above as the contact for vendor questions.
8. **Disclosure:** Vendor's response to this Solicitation is considered a public document and will be disclosed to the public in accordance with the laws, rules and policies governing the West Virginia Purchasing Division. These laws include but are not limited to the Freedom of Information Act found in the West Virginia Code.

If a vendor considers any part of its response to be exempt from public disclosure, vendor must so indicate by specifically identifying the exempt information, identifying the exemption that applies, providing detailed justification for the exemption, segregating the exempt information from the general response and submitting the exempt information as part of the response but in a segregated and clearly identifiable format. Failure to comply with the foregoing requirements will result in public disclosure of the vendor's response without further notice. A vendor's act of marking all or nearly all its response as exempt is not sufficient to avoid disclosure and WILL NOT BE HONORED. Vendor's act of marking a response or any part of a response thereof as "confidential" or "proprietary" is not sufficient to avoid disclosure and WILL NOT BE HONORED. A legend or other statement indicating that all or substantially all the response is exempt from disclosure is not sufficient to avoid disclosure and WILL NOT BE HONORED. Additionally, pricing or cost information will not be considered exempt from disclosure and requests to withhold publication of pricing or cost information WILL NOT BE HONORED.

Vendor will be required to defend any claimed exemptions for nondisclosure in the event of an administrative or judicial challenge to the State's nondisclosure. Vendor must indemnify the State for any costs incurred related to any exemptions by the vendor. Any questions regarding the application of the various public laws should be addresses to the vendor's own legal counsel prior to response submission.



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

State of West Virginia  
 Request for Information  
 33 - Service - Misc

Proc Folder: 434551

Doc Description: Addendum 1-Req for Info. ONLY-Point of Sale Inventory System

Proc Type: Request for Information

Date Issued	Solicitation Closes	Solicitation No	Version
2018-04-03	2018-04-10 13:30:00	CRFI 0214 SUR1800000001	2

**FOR INFORMATION CONTACT THE BUYER**

Linda B Harper  
 (304) 558-0468  
 linda.b.harper@wv.gov

Signature X

FEIN # 26-0792007

DATE 4/9/18

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

**ADDITIONAL INFORMATION:**

Addendum 1 issued for the following reasons:

1. To publish the Vendor questions with responses.

No other changes.

INVOICE TO		SHIP TO	
ADMINISTRATIVE SERVICES MANAGER DEPARTMENT OF ADMINISTRATION SURPLUS PROPERTY 2700 CHARLES AVE DUNBAR WV25064-2236 US		ADMINISTRATIVE SERVICES MANAGER DEPARTMENT OF ADMINISTRATION SURPLUS PROPERTY 2700 CHARLES AVE DUNBAR WV 25064 US	

Line	Comm Ln Desc	Qty	Unit Issue
1	Req. Information ONLY for Point of Sale Inventory System	0.00000	LS

Comm Code	Manufacturer	Specification	Model #
43230000			

**Extended Description :**

Request for INFORMATION ONLY; to assist WVSASP in preparing specification for a point of sale inventory system

**SCHEDULE OF EVENTS**

Line	Event	Event Date
1	Question Deadline 4:00 PM	2018-04-02

**SOLICITATION NUMBER: SUR1800000001**  
**Addendum Number: 1**

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The purpose of this addendum is to modify the solicitation identified as ("Solicitation") to reflect the change(s) identified and described below.

**Applicable Addendum Category:**

- | Modify bid opening date and time
- | Modify specifications of product or service being sought
- | Attachment of vendor questions and responses
- | Attachment of pre-bid sign-in sheet
- | Correction of error
- | Other

**Description of Modification to Solicitation:**

Addendum # 1 issued for the following reasons:

1. To publish the vendor questions with responses.

No other changes

**Additional Documentation:** Documentation related to this Addendum (if any) has been included herewith as Attachment A and is specifically incorporated herein by reference.

**Terms and Conditions:**

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.

# ATTACHMENT A

**CRFI SUR1800000001  
Vendor Questions**

- Q.1. What is the estimated cost of the Point of Sale Inventory System?**
- A.1. We have no estimated cost.**
- Q.2. Has the Department allocated funding for the Point of Sale Inventory System yet? If so, through which source (budget, CIP, state/federal grant, etc.)? If no funding is secured, which sources will be sought and when? If utilizing a grant, would you be able to specify which one?**
- A.2. No funding has been allocated because we have no estimated cost.**
- Q.3. When does the Department anticipate releasing the Point of Sale Inventory System solicitation?**
- A.3. May 2018**
- Q.4. When does the Department want this solution to be implemented by?**
- A.4. 90 days from award**
- Q.5. What other systems will have to integrate or interface with the Point of Sale Inventory System, and what vendor provides each system?**
- A.5. GSAccess.gov, federal government site**
- Q.6. Does the Department need to replace or upgrade any of the integrated systems in the next 5 years? If so, which system and when?**
- A.6. No**
- Q.7. What vendor provides the current Point of Sale Inventory System? When does the contract expire?**
- A.7. eQuip. We are not under contract.**
- Q.8. Who is the technical contact and/or project manager for the Point of Sale Inventory System project?**
- A.8. Elizabeth Perdue**
- Q.9. Does the Department anticipate any professional or consulting services may be needed through separate procurements to accomplish this effort? (i.e. project planning/oversight, PM, QA, IV&V, staff augmentation, implementation services etc.)? If so, what services does the Department desire and how do they anticipate to procure?**



- A.9. No
- Q.10. How many users are anticipated?
- A.10. 6
- Q.11. Whether companies from Outside USA can apply for this?  
(like, from India or Canada)
- A.11. The State of West Virginia does not limit competition due to geographical location.
- Q.12. Whether we need to come over there for meetings?
- A.12. Possibly
- Q.13. Can we perform the tasks (related to RFP) outside USA?  
(like, from India or Canada)
- A.13. The awarded vendor must be capable of providing, or performing, all mandatory requirements listed in the specifications and that information is not known at this time.
- Q.14. Can we submit the proposals via email?
- A.14. No, please see Section 4, related to Response Submission and Format in the INSTRUCTIONS TO VENDORS RESPONDING TO A CENTRALIZED REQUEST FOR INFORMATION included with the solicitation documents.
- Q.15. **Response Requests - 3. To use configurable label sizes and types for barcode printing.**  
Question: does this mean you need to configure label sizes on the fly, or does it mean that you have different label sizes for different purposes, and once those labels are configured they will remain constant for your operations?
- A.15. Once labels are configured, they will remain constant.
- Q.16. **Response Requests - 8. To allow upload of inventory from an Excel spreadsheet or by some other means.** Question: Does this relate to getting the system set up where your current inventory is imported into the system as a one-time operation, or do you need a process to import inventory periodically throughout your future operations?
- A.16. We need a process to report inventory periodically throughout future operations.
- Q.17. **Response Requests - 10. To allow ad hoc reporting at no additional charge to the WVSASP.**  
Question: Do you "require" an ad hoc reporting tool to be built into the application, or will using any of the free query tools be suitable to satisfy this requirement?
- A.17. Reporting should be built into the application.
- Q.18. **Response Requests - 13. To maintain historical costing the duplicate invoice reprint.**

**Question: Does the word "costing" refer to the invoice line item sale price?**

- A.18. Yes**
- Q.19. Response Requests - 4. To allow different levels of taxation on the invoice that can be modified by the WVSASP. Question: Could you provide a brief explanation of how taxes may differ on invoices? For example, are they calculated by the buyer's county, city, type of property, etc.?**
- A.19. Some entities are tax exempt. Some items, such as vehicles are not taxed. We are required to charge State sales tax and City sales tax. These tax rates may change.**
- Q.20. Response Questions - 16. Can the database be exported to Microsoft Excel and csv files? Question: Does this refer to exporting specific reports to Excel/csv, or does it refer to exporting the entire contents of the database?**
- A.20. This refers to exporting reports.**
- Q.21. Regarding Response Request #3, what label size and type configurations are currently being utilized?**
- A.21. Avery 5162**
- Q.22. Why is there a need to configure label sizes and types? Does the State plan on utilizing multiple barcode printers to produce these variations?**
- A.22. We do not plan on using multiple barcode printers. We have asked about configuring label sizes and types because of the problems that we have had with our current system not printing barcodes.**
- Q.23. Regarding Response Request #8, is this regarding the upload of Department assets being sent to State Surplus?**
- A.23. Yes, we must be able to upload items received from an excel spreadsheet.**
- Q.24. Regarding Response Request #14, does the tax occur on the total transaction or is it per line item?**
- A.24. Tax is on total transaction.**
- Q.25. Regarding Response Questions #5, will the State consider a Vendor-Hosted, Software as a Service (SaaS) model which is being utilized by 17 other State Surplus operations?**
- A.25. Possibly**
- Q.26. Regarding Response Questions #15, can the State provide a copy of the Homeless and Needy report?**
- A.26. Yes, attached is a copy for review.**

**Q.27. Regarding Response Questions #16, for what purpose does the State request a full database export? Or is this a question of reports exporting to Microsoft excel and csv file formats?**

**A.27. We do not need a full data base export. This is a question regarding exporting reports.**

STATE AGENCY FOR SURPLUS PROPERTY REPORT OF  
PROPERTY DONATED TO PROVIDERS OF ASSISTANCE TO THE HOMELESS\*

STATE: WY

DATE: 1-2-18

REPORTING PERIOD: QTR: 1 FY: 18

**NAME OF PROVIDERS WHO  
RECEIVED PROPERTY**  
Indicate Public Agency (F);  
Non-Profit (NP)

**NUMBER OF PERSONS  
SERVED (APPROX)**

**VALUE OF PROPERTY  
RECEIVED (OAC)**

**DESCRIPTION  
OR PROPERTY**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_

**NO ACTIVITY**

TOTAL: \_\_\_\_\_

TOTAL: \_\_\_\_\_

**PLEASE USE REVERSE OF THIS FORM TO REPORT IMPEDIMENTS TO PROGRAM PARTICIPATION AND EFFORTS  
TO INCREASE OPPORTUNITIES FOR HOMELESS INDIVIDUAL TO OBTAIN SHELTER, FOOD AND SUPPORT SERVICES**

NOTE: This report is due in regional offices on the third working day after the close of each quarter; a copy must be included as an addendum to quarterly GSA form 3040 submissions

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: SUR1800000001**

**Instructions:** Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

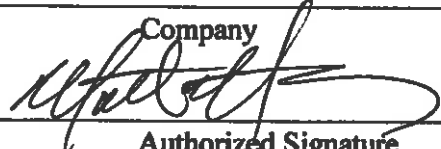
**Acknowledgment:** I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

**Addendum Numbers Received:**

(Check the box next to each addendum received)

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6  |
| <input type="checkbox"/> Addendum No. 2            | <input type="checkbox"/> Addendum No. 7  |
| <input type="checkbox"/> Addendum No. 3            | <input type="checkbox"/> Addendum No. 8  |
| <input type="checkbox"/> Addendum No. 4            | <input type="checkbox"/> Addendum No. 9  |
| <input type="checkbox"/> Addendum No. 5            | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

Dunn Scan 2  
\_\_\_\_\_  
Company  
  
\_\_\_\_\_  
Authorized Signature  
4/9/18  
\_\_\_\_\_  
Date

**NOTE:** This addendum acknowledgement should be submitted with the bid to expedite document processing.

Revised 6/8/2012