



JIM JUSTICE
GOVERNOR

STATE OF WEST VIRGINIA
DEPARTMENT OF ADMINISTRATION
PURCHASING DIVISION
2019 WASHINGTON STREET, EAST
CHARLESTON, WEST VIRGINIA 25305-0130

JOHN A. MYERS
CABINET SECRETARY
W. MICHAEL SHEETS
DIRECTOR

From: Michelle Childers, Senior Buyer

A handwritten signature in blue ink that reads "MChilders".

Date: November 6, 2017

Re: CRFQ EBA1800000003 – Tricaster Switcher with Software, or Equal

Per the bid opening October 31, 2017 for CRFQ EBA1800000003, two vendors tied as lowest responding bidders with the same bid of \$34,995.00. Pursuant to WV CSR § 148-1-6, a tie breaker was done on November 6, 2017 at 10:00 AM by the Flip of a Coin and results are attached.

November 3, 2017 – 10:00 AM, EST.

Solicitation	CRFQ EBA1800000003 – Tricaster Switcher with Software, or Equal
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Vendors Tied	Tie Amount
Digital Video Group, Inc.	\$34,995.00
Lee Hartman & Sons Inc.	\$34,995.00

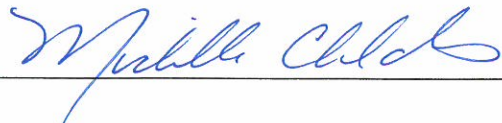
Item tied	Tricaster Switcher with Software, or Equal
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Guidelines
Everyone present at the meeting will sign in on the Sign In Sheet. Once everyone has signed in the buyer will designate one vendor as "heads" (the side of the coin with a face) and the other vendor will be "tails" (the side without a face). This information will be documented in writing and will not change.

The coin will be flipped in the air and will land on the table. The side of the coin facing up will determine the winner of the tie.

Vendor	Side of Coin
Digital Video Group, Inc.	Heads
Lee Hartman & Sons, Inc.	Tails

Time Coin Flipped	10:12 Am.
Side of Coin facing up	Heads
Winning vendor	Digital Video Group, Inc.

Form Completed by	Michelle Childers, Senior Buyer
Signature	

CRFQ EBA1800000003

Tricaster Switcher with Software, or Equal

Tie Bid – Coin Toss

Date: November 6, 2017

Witnesses Present:

Name: Michelle Childers

Signature: Michelle Childers

Name: Jessica L. Riley

Signature: Jessica L. Riley

Name: Linda B. Harper

Signature: Linda B. Harper