



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.



Header 8

[List View](#)

General Information

[Contact](#)[Default Values](#)[Discount](#)[Document Information](#)

Procurement Folder: 373342

Procurement Type: Central Master Agreement

Vendor ID: 000000211218

Legal Name: INNOVATIVE BUSINESS SOLUTIONS

Alias/DBA: BRIAN LYNN BARTLETT

Total Bid: \$136,500.00

Response Date: 10/06/2017

Response Time: 12:31

SO Doc Code: CRFQ

SO Dept: 0803

SO Doc ID: DOT1800000028

Published Date: 10/2/17

Close Date: 10/6/17

Close Time: 13:30

Status: Closed

Solicitation Description: ADDENDUM_1: Kodak i2420
Scanners or Equal

Total of Header Attachments: 8

Total of All Attachments: 8



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

**State of West Virginia
 Solicitation Response**

Proc Folder : 373342

Solicitation Description : ADDENDUM_1: Kodak i2420 Scanners or Equal (DOT6318C0026)

Proc Type : Central Master Agreement

| Date issued | Solicitation Closes | Solicitation Response | Version |
|-------------|------------------------|------------------------------|---------|
| | 2017-10-06 13:30:00 | SR 0803 ESR10061700000001465 | 1 |

| VENDOR |
|--|
| 000000211218 INNOVATIVE BUSINESS SOLUTIONS BRIAN LYNN BARTLETT |

Solicitation Number: CRFQ 0803 DOT1800000028

Total Bid : \$136,500.00 **Response Date:** 2017-10-06 **Response Time:** 12:31:08

Comments:

FOR INFORMATION CONTACT THE BUYER
 Mark A Atkins
 (304) 558-2307
 mark.a.atkins@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 | KODAK i2420 SCANNERS OR EQUAL | 300.00000 | EA | \$455.000000 | \$136,500.00 |

| Comm Code | Manufacturer | Specification | Model # |
|-----------|--------------|---------------|---------|
| 43211711 | | | |

| | |
|-------------------------------|-------------------------------|
| Extended Description : | KODAK i2420 SCANNERS OR EQUAL |
|-------------------------------|-------------------------------|

Comments: ALTERNATIVE XEROX DOCUMATE 6440 PROPOSED



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

State of West Virginia
 Request for Quotation
 28 - Office Equip.

Proc Folder: 373342

Doc Description: ADDENDUM_1: Kodak i2420 Scanners or Equal (DOT6318C0026)

Proc Type: Central Master Agreement

| Date Issued | Solicitation Closes | Solicitation No | Version |
|-------------|------------------------|-------------------------|---------|
| 2017-10-02 | 2017-10-06 13:30:00 | CRFQ 0803 DOT1800000028 | 2 |

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:
 INNOVATIVE BUSINESS SOLUTIONS 00211218
 1224 BRUSHY FORK RD
 CAIRO, WV 26337
 304-628-3049

FOR INFORMATION CONTACT THE BUYER

Mark A Atkins
 (304) 558-2307
 mark.a.atkins@wv.gov

Signature *Brian L. Barthoff*

FEIN # 55-0785005

DATE 10-6-2017

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

ADDITIONAL INFORMATION:

ADDENDUM 1 : Is published for the following:

1. To move the bid opening date from 10/04/2017 to 10/06/2017 at 1:30pm EST.
2. To publish the Agency responses to the questions submitted by Vendors during the Technical Questioning period.

No other changes made.

The West Virginia Purchasing Division is soliciting bids on behalf of West Virginia Department of Transportation (WVDOT), Information Services, to establish an open-end contract for the purchase of Kodak i2420 or Equal scanners, per attached documents.

| INVOICE TO | SHIP TO |
|---|--|
| DIVISION OF HIGHWAYS INFORMATION SERVICE DIVISION 1900 KANAWHA BLVD E, BLDG 5 RM 920 CHARLESTON WV25305-0430 US | DIVISION OF HIGHWAYS INFORMATION SERVICE DIVISION 1900 KANAWHA BLVD E, BLDG 5 RM 920 CHARLESTON WV 25305-0430 US |

| Line | Comm Ln Desc | Qty | Unit Issue | Unit Price | Total Price |
|------|----------------------------------|-----------|------------|------------|-------------|
| 1 | KODAK i2420 SCANNERS OR EQUAL | 300.00000 | EA | | |

| Comm Code | Manufacturer | Specification | Model # | | |
|-----------|--------------|--------------------------------------|---------------|----------|-----------|
| 43211711 | XEROX | WITH 3 YR ADVANCED EXCHANGE WARRANTY | DOCUMATE 6440 | \$455 ea | \$136,500 |

Extended Description :

KODAK i2420 SCANNERS OR EQUAL

XEROX DOCUMATE 6440 WITH 3 YEAR ADVANCED EXCHANGE WARRANTY INCLUDED

SCHEDULE OF EVENTS

| Line | Event | Event Date |
|------|--|------------|
| 1 | Technical Questions due by 2:00pm EST: | 2017-09-27 |

SOLICITATION NUMBER: CRFQ 0803 DOT1800000028

Addendum Number: 1

The purpose of this addendum is to modify the solicitation identified as CRFQ 0803 DOT1800000028 ("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:

1. To move the bid opening date from 10/04/2017 to 10/06/2017 at 1:30pm EST.
2. To publish the Agency responses to the questions submitted by Vendors during the Technical Questioning period.

No other changes made.

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.
-

VENDOR QUESTIONS

CRFQ 0803 DOT1800000028

1. Will all the scanners be shipped at one time to one location.

Answer: This is a solicitation for an open-end contract, which means there is not set quantity being ordered. Separate delivery orders will be issued during the life of the contract for various quantities. All equipment will be delivered to the 1900 Kanawha Blvd. East, Building 5, Room 920, Charleston WV 25305. This address is for the headquarters location for the Department of Transportation.

2. If not shipped to one location are they going to be shipped on different dates?

Answer: Yes, delivery orders can be issued at various times during the life of the contract.

3. In the specifications section 6.5, the return due to agency error, would you please elaborate on what you mean by "for items not in a resalable condition?" For example, an agency could use the scanner, then return it with the feed tray missing. This would make the scanner not in a resalable condition, yet the agency is only responsible for up to 5% restocking fee.

Answer: Any item that does not have all the manufacturer's original components would not qualify for a return.

Secondly, for out of state business, is it necessary for us to register with the State of WV even though no tax is to be collected.

Answer: Business registration is not something handled by this agency. The vendor should review WV Tax Department and Secretary of State rules and regulations. Registration requirements must be completed prior to an award.

4. 3.1.1.8, regarding barcode "reading" do you mean just the scanner itself or are you looking for software too that reads barcodes.
 - a. Would barcode "detection" suffice as long as the proposed OEM scanner works with your capture software?

Answer: The scanner must have the capability of detecting barcodes, third party software will be utilized to consume the data being captured in the bar code.

5. 3.1.1.13, can you clarify what you mean by compatible? Assuming this is EMC is there an approved list of hardware with this company.

Answer: The scanner must utilize an industry standard ISIS driver that can be accessed by the client software, Application Xtender.

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CRFQ 0803 DOT1800000028

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 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.

Innovative Business Solutions
Company
Brian L. Beathitt
Authorized Signature
10-6-2017
Date

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

EXHIBIT A - PRICING PAGE

DELIVERY LOCATION - BUILDING 5, ROOM 920 CHARLESTON, WV 25305

| Item Number | Estimated Quantity* | Description | Unit Price | TOTAL |
|-------------------------|---------------------|--|------------|----------------------|
| 1 | 300 | Kodak i2420 or EQUAL scanners as described in 3.1 including 3 Year exchange warranty as described in 3.1.2.1 | \$ 455.00 | \$ 136,500.00 |
| Grand Total Cost | | | | \$ 136,500.00 |

*An estimated quantity of 300 units will be used for evaluation purposes. This quantity is not guanteed.

Vendor Name: __INNOVATIVE BUSINESS SOLUTIONS__

Authorized Representative: __BRIAN BARTLETT__

Phone: __304-628-3049__

Email: __IBS@CITYNET.NET__

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

CONSTRUCTION CONTRACTS: Under W. Va. Code § 5-22-1(i), the contracting public entity shall not award a construction contract to any bidder that is known to be in default on any monetary obligation owed to the state or a political subdivision of the state, including, but not limited to, obligations related to payroll taxes, property taxes, sales and use taxes, fire service fees, or other fines or fees.

ALL OTHER CONTRACTS: 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: (1) for construction contracts, the vendor is not in default on any monetary obligation owed to the state or a political subdivision of the state, and (2) for all other contracts, 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: Innovative Business Solutions

Authorized Signature: [Signature] Date: 10/5/2017

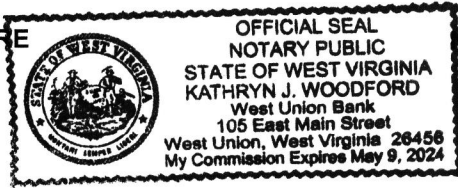
State of WV

County of Ritchie, to-wit:

Taken, subscribed, and sworn to before me this 5th day of October, 2017

My Commission expires May 9, 2024

AFFIX SEAL HERE



NOTARY PUBLIC

[Signature]

Purchasing Affidavit (Revised 07/07/2017)

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;
 Bidder is a resident vendor partnership, association, or corporation with at least eighty percent of ownership interest of bidder held by another entity that meets the applicable four year residency requirement; **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 that employs a minimum of one hundred state residents, or a nonresident vendor which has an affiliate or subsidiary which maintains its headquarters or principal place of business within West Virginia and employs a minimum of one hundred state residents, and for purposes of producing or distributing the commodities or completing the project which is the subject of the bidder's bid and continuously over the entire term of the project, on average at least seventy-five percent of the bidder's employees or the bidder's affiliate's or subsidiary's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years and the vendor's 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) rescind the contract or purchase order; 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.

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: Innovative Business Solutions Signed: Erin L. Barthel
Date: 10-6-2017 Title: President

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

Xerox[®] DocuMate[®] 6440 Scanner

Fast, well-rounded scanner for businesses of any size, in any industry, including yours.

Features:

- Scans Plastic ID cards through automatic document feeder
- Max document size 241 x 2997 mm
- Scan speeds up to 40 ppm / 80 ipm*
- 6,000 page daily duty cycle
- Visioneer[®] OneTouch[®] scanning to multiple applications
- Visioneer Acuity image enhancement software and Nuance Software bundle
- Create searchable PDF files to make it easy to find scanned documents

*300 dpi, b&w, greyscale, or colour, on A4 size paper

**20 lb., 75-90 g/m² paper



EFFECTIVE PAPER MANAGEMENT

Information is the lifeblood of every business. In today's digital world, it's important to be able to manage paper documents and unlock business-critical data stored in documents. The Xerox[®] DocuMate[®] 6440 is one of the fastest and most user-friendly scanners in its class. With its advanced paper handling technology, integrated image enhancing software and a small footprint, the DocuMate 6440 is packed with features that will change how you look at and manage paper documents and information.

NO INDUSTRY LEFT BEHIND

Its versatility, combined with advanced features makes the DocuMate 6440 an attractive solution for banking, education,

energy, financial, government, healthcare and manufacturing industries. Plastic ID cards, as well as paper documents, can be scanned through the automatic document feeder (ADF) which holds up to 80 pages**. Fast scanning speeds of 60 ppm and 120 ipm in duplex, plus a 6,000 page daily duty cycle ensures the technology is a productive addition to your document capture workflow.

AUTOMATED WORKFLOW WITH ONE EASY TOUCH

The DocuMate 6440 is powered by Visioneer[®] OneTouch[®] technology to scan documents instantly to one of nine preset, yet completely configurable destinations. Visioneer OneTouch takes control of your document management workflows and scans in data using the optimal

settings for resolution, colour, duplex, auto-crop, auto-straighten and file format, and then delivers it to virtually any application, folder or device at the touch of a button.

Working together with Acuity image enhancing software, imagine the workflow possibilities of delivering perfect scanned paper documents in a searchable PDF format to email or Microsoft[®] SharePoint[®] or a custom web application for your enterprise, all right at your fingertips. Not only is this a productivity gain, but it greatly reduces the training time for scanner users, further helping your return on investment.

Xerox® DocuMate® 6440 Scanner Software and Specifications

VISIONEER® ACUITY

Visioneer Acuity with DriverPLUS technology enables your scanner to instantly improve the visual clarity of scans. Using advanced algorithms, Acuity will intelligently correct documents containing imperfections, improve quality of scanned images for archiving, increase OCR accuracy, and save time.

VISIONEER ONETOUCH®

OneTouch connects your scanner with a powerful set of settings so with one touch of a button the scanned document is automatically sent to a preconfigured destination such as email, your printer, a file folder, or one of many cloud destinations.

NUANCE® OMNIPAGE® ULTIMATE

OmniPage Ultimate provides a precise OCR and layout retention solution, quickly turning scanned documents into editable, formatted text. The text can then be used in virtually any word processing, desktop publishing or web publishing program.

NUANCE PAPERPORT®

Nuance PaperPort combines the efficiency of document management, the convenience of superbly scanned documents and the power of creating PDF files, to bring a new level of operational proficiency to your workflow.

NUANCE POWER PDF

Nuance Power PDF is the smarter PDF software choice for small and large businesses. Combining powerful functionality, superior Microsoft® Office® support, built-in intelligence, document management system integration, and intuitive, ease of use, Nuance Power PDF provides everything you need to create, convert, edit, assemble, and securely share PDF files for increased productivity, enhanced collaboration, and improved compliance.

For more information about the Xerox line of scanners, visit www.xeroxscanners.com

| Xerox® DocuMate® 6440 Product Specifications | |
|---|--|
| Model Number | XDM6440-U |
| Xerox Part Number | 100N03218 |
| Scan Speed | 40 ppm / 80 ipm: 300 dpi (black & white, grayscale, or color) |
| | 60 ppm / 120 ipm: 200 dpi (black & white, grayscale, or color) |
| Scan Method | Duplex Automatic Document Feeder |
| Optical Resolution | 200, 300, 600 dpi |
| Interpolated Resolution with Visioneer Acuity | 50, 75, 100, 150, 400, 500, 1200 dpi |
| Image Sensor | CCD (Charge Coupled Device) |
| Light Source | LED (light emitting diode) instant on |
| Background | Black |
| Output Bit Depth | 24-bit colour, 8-bit greyscale, 1-bit black & white |
| Scanning Media Supported | Paper, plastic ID cards, photos |
| Interface | Hi-speed USB 2.0 (3.0 compatible) |
| Maximum Card Thickness | 1.25 mm (0.051") |
| Scanner Dimensions (paper trays extended) | 316 x 239 x 680 mm (12.5" x 9.4" x 26.8") |
| Scanner Dimensions (paper trays collapsed) | 316 x 168 x 191 mm (12.5" x 6.6" x 7.5") |
| ADF Minimum Document Size | 51 x 51 mm (2" x 2") |
| ADF Maximum Document Size | 241 x 2997 mm (9.5" x 118") @ 200 dpi |
| Maximum Scan Area | 216 x 2997 mm (8.5" x 118") @ 200 dpi |
| Document Weight | 7-110 lbs. (28 ~ 413 g/m ² paper) |
| ADF Capacity | 80 pages (20 lb., 75 ~ 90 g/m ² paper) |
| Weight | 4.2 kg (9.2 lb.) |
| Duty Cycle | 6,000 pages |

BOX CONTENTS

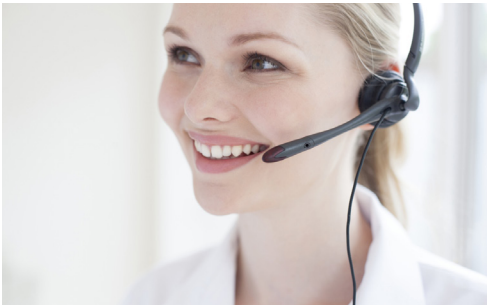
- Xerox® DocuMate® 6440 Scanner
- Power Cable
- USB Cable
- Power Supply
- Quick Installation Guide
- Technical Support Card
- DVD-ROM including:
 - User's Manual
 - Nuance OmniPage Ultimate
 - Nuance PaperPort
 - Nuance Power PDF
 - Visioneer OneTouch
 - Visioneer Acuity
 - Scanner Drivers: TWAIN, EMC® Captiva® ISIS® and Microsoft Windows Image Acquisition (WIA) Driver

PC MINIMUM SYSTEM REQUIREMENTS

- Intel® Pentium® IV or equivalent processor
- Compatible with
 - Windows® 10 Pro, Home, Enterprise and Education
 - Windows 7 Pro, Home, Enterprise and Ultimate
 - Windows 8/8.1 Pro, Core and Enterprise
 - Windows Vista® Home Basic, Home Premium, Business, Enterprise, Ultimate, Starter
 - Windows XP® Home, Professional
- 2GB RAM
- 350 MB available hard disk space
- Dual layer DVD-ROM drive
- USB port



Warranty Options for Xerox® DocuMate® Scanners



STANDARD WARRANTY

All DocuMate® scanners come with U.S.-based, toll-free technical support at 1-800-648-0410. Warranties are valid in the U.S. and Canada. Online knowledgebase for troubleshooting and support information is also available 24/7 at www.xeroxscanners.com.

Every DocuMate® scanner also includes a standard one-year warranty*. The standard warranty protects against internal hardware failure due to manufacturing defects. Under this warranty, if a scanner is deemed defective by our technical support department, an exchange will be made using a return and replace process. Customer service will provide the customer with an RMA (return material authorization), the customer then sends back the defective unit and once received, a replacement unit will be sent via ground shipping. The customer is responsible for covering the cost of shipping the defective unit, but shipping the replacement unit will be covered by Xerox. Warranty upgrades are available through either our Advance Exchange or On-Site Service warranties (U.S. and Canada Only).

ADVANCE EXCHANGE WARRANTY

The Advance Exchange Warranty can be purchased for up to five years of continuous coverage for most DocuMate® scanners. Advance Exchange Warranty customers receive priority phone support from senior level technicians for an unlimited number of incidents. If a scanner covered under the Advance Exchange Warranty is deemed defective by our technical support department, a replacement scanner will be shipped the same day for next business day delivery, provided the call is made before noon local time. Expedited Air shipping for Bulk Replacements and for Canadian customers. Once the replacement scanner has been received, the customer will have 10 days to return the defective unit, using the provided pre-paid shipping label.

ON-SITE WARRANTY

On-Site Warranty coverage is the ultimate service plan and is currently only available for the DocuMate® 4790 and 4799 production scanners. On-Site Warranty customers receive an annual On-Site preventative maintenance check-up that includes one roller assembly kit, as well as priority phone support from senior level technicians for an unlimited number of incidents. If a scanner covered under the On-Site Warranty is deemed defective by the Xerox technical support department, the replacement process will be treated like the Advanced Exchange Warranty. On-Site Warranty service can be purchased for up to five years of continuous coverage.

PREVENTATIVE MAINTENANCE (PM) SERVICE

For customers who want to ensure their equipment is always operating at peak performance, preventative maintenance service visit(s) are available for purchase (with a roller assembly), for the DocuMate® 4790 and 4799. Additional PM visits can be purchased to cater to demanding environments. PM visits include travel time, scanner check-up, thorough cleaning, and installation of roller assembly. In addition to the standard annual PM visit, customers can choose to purchase additional PM plans; 1X, 3X, and 11X visits.

To initiate the Preventative Maintenance Service, customers will need to call into Xerox® Scanner Support at 1-800-648-0410 and request an appointment. PM Service cannot be scheduled automatically.

INSTALLATION SUPPORT

Xerox® DocuMate® scanners have won numerous awards for ease-of-use and installation, as they are truly plug-and-play. However, for customers that want premium service, Xerox offers complete installation support. This service includes a technician remoting into your computer, installing and setting up the necessary software for your scanner, and training you on how to adjust your settings and maintenance/up-keep on your scanner. Technicians will also answer any questions you make have. For pricing, please call our customer service.

| Warranty Features at a Glance | | | |
|--|-------------------|------------------|-----------------|
| | Standard Warranty | Advance Exchange | On-Site Service |
| 24/7 Web Support Via Online Knowledge Base | ✓ | ✓ | ✓ |
| Toll Free Phone Support | ✓ | ✓ | ✓ |
| Extended Coverage | | ✓ | ✓ |
| Priority Call Response | | ✓ | ✓ |
| Return and Replace RMA | ✓ | | |
| Priority Overnight RMA | | ✓ | ✓ |
| 4 hour On-Site Service Response** | | | ✓ |
| Next Bus Day On-Site Service Response** | | | ✓ |
| 1 Annual On-Site Checkup | | | ✓ |
| 1 Year Warranty Renewals | | ✓ | ✓ |

* DocuMate 4790 and 4799 scanners ship standard with a 90-day Advanced Exchange Warranty

** Choose one of these plans at the time of purchase.

Warranty Terms and Conditions for Xerox® DocuMate® Scanners

FOR ALL WARRANTIES THE FOLLOWING TERMS APPLY:

- Troubleshooting must be performed on the phone with our technical support department who will determine if the scanner needs to be repaired or replaced according to the terms of the warranty
- The warranty covers the repair or replacement of a hardware failure due to normal use or a manufacturer defect. The following is a non-comprehensive list of exclusions:
 - Damage caused by abuse, misuse, accident, modification, natural occurrences or disaster, theft, or an unsuitable physical or operating environment
 - Failure to maintain or improper maintenance of the scanner
 - Cosmetic defects or damage that does not interfere with the proper operation of the scanner
 - NCR or carbonless paper has chemical composition which can damage scanner rollers. Heavy use voids the factory warranty. Refer to the scanner user guide or call support for more details.
- If, during the course of a repair or replacement, there is no trouble found with the scanner or it is determined that the failure was caused by anything not covered by the warranty (including the items listed above), the customer may be billed for applicable costs
- If product under warranty cannot be repaired or brought back to manufacturer's specifications, a like replacement unit will be provided of exact or similar features
- Warranty sales are final
- Warranty data sheet contains warranty terms applicable for U.S. and Canada only

ADVANCE EXCHANGE / ONSITE WARRANTY

- Warranty begins at scanner(s) date of purchase (receipt may be required to validate purchase date)
- Warranty must be purchased within 90 days of sales date (see below for other options)
- Warranties are available as long as the scanner model is in production
- Warranties are stackable for three to five years of total coverage from date of scanner purchase, dependent on scanner model

ADVANCE EXCHANGE / ONSITE WARRANTY RENEWALS

- Warranty renewals are available for customers who are currently under the Advance Exchange / On-Site Warranty, or are out of warranty. Standard warranty cannot be extended and is not stackable with Advanced Exchange warranty upgrade options.
- Warranty renewals are for 12-month increments
- For out of warranty units, customer(s) must purchase a renewal SKU multiplied by the number of years that either the upgrade warranty has expired or from date of purchase, **plus** a renewal needed to cover the unit, for a minimum of the next 12 months.

Please see the warranty features table on the front page.

For more information about the Xerox line of scanners, visit www.xeroxscanners.com

Limited Warranty Terms and Exclusions (what is not covered under warranty) can be located at www.xeroxscanners.com/warranty. RMA or On-Site service requests must be made before 12 pm PST in order to be delivered the following business day. Prices, features, specifications, capabilities, appearance and availability of Xerox® products and services are subject to change without notice.

Scanners Available for On-Site Repair Service

Production: 1-5 Year Options

Xerox® DocuMate® 4790
Xerox® DocuMate® 4799

On-Site Warranty

Choose from 4-Hour Response or Next Business Day Service

- Includes one annual maintenance visit (Including a new roller assembly) for every year of On-Site Warranty
- Coverage available Monday through Friday 8:00 am to 5:00 pm, local time, (excluding US holidays)
- Troubleshooting must be performed on the phone with our technical support department
- Only Xerox and Visioneer technicians can authorize on-site service calls

The response times and service hours described above are the minimum times applicable to all products. Service hours may be extended depending on the make and location of the equipment. In the event the response times and service hours defined by the subcontractor used vary from those described above, the subcontractor's definitions will be in effect. As used herein, "Xerox shall respond" shall mean the commencement of diagnosis, problem resolution, maintenance or repair services, whether on-site or remote. Xerox makes no representations or warranties regarding the time required to complete the services.

Product Registration Required

Standard or upgrade warranty registration required. Visit www.xeroxscanners.com and click on Register Your Product link



CRFQ 0803 DOT1800000028
REQUEST FOR QUOTATION
Kodak i2420 Scanner or Equal

SPECIFICATIONS

1. **PURPOSE AND SCOPE:** The West Virginia Purchasing Division is soliciting bids on behalf of West Virginia Department of Transportation (WVDOT), Information Services, to establish an open-end contract for the purchase of Kodak i2420 or Equal scanners.
2. **DEFINITIONS:** The terms listed below shall have the meanings assigned to them below. Additional definitions can be found in section 2 of the General Terms and Conditions.
 - 2.1 **“Contract Item” or “Contract Items”** means the list of items identified in Section 3.1 below and on the Pricing Pages.
 - 2.2 **“Pricing Pages”** means the schedule of prices, estimated order quantity, and totals contained in wvOASIS or attached hereto as Exhibit A, and used to evaluate the Solicitation responses.
 - 2.3 **“Solicitation”** means the official notice of an opportunity to supply the State with goods or services that is published by the Purchasing Division.
 - 2.4 **“Simplex”** means single sided document scanning.
 - 2.5 **“Duplex”** means double sided document scanning.
 - 2.6 **“PDF”** means Portable, Document, Format.
 - 2.7 **“JPG”** Joint Photographic Experts Groups standard for lossy compression for digital images.
 - 2.8 **“TIFF”** means tagged image file format.
 - 2.9 **“BMP”** means a bitmap image.
 - 2.10 **“ISIS”** means image and scanner interface specification which is an industry standard interface for image scanning technology.
 - 2.11 **“TWAIN”** means an applications programming interface and communications protocol that regulates communication between software and digital imaging devices.
 - 2.12 **“USB”** means Universal Serial Bus technology that allows the connection of a electronic device to a personal computer

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REQUEST FOR QUOTATION
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2.13 “DPI” means dots per inch.

3. GENERAL REQUIREMENTS:

3.1 Contract Items and Mandatory Requirements: Vendor shall provide Agency with the Contract Items listed below on an open-end and continuing basis. Contract Items must meet or exceed the mandatory requirements as shown below.

3.1.1 Kodak i2420 or Equal document scanners.

- 3.1.1.1** Document scanner must be rated by the manufacturer with a daily duty cycle of a minimum of 5,000 pages per day.
- 3.1.1.2** Document scanner must have a minimum output resolution of 200/ 300/ 400/ 600/ 1200 dpi.
- 3.1.1.3** Document scanner must be capable of scanning pages at a minimum speed of 40 ppm (page per minute) simplex /80 ipm (images per minute) duplex, for letter sized, black and white, grayscale and color documents at 300 dpi.
 - 3.1.1.3.1** Document scanner must have a document feeder that can handle a minimum of 75 sheets of 20lb paper.
- 3.1.1.4** Document scanner must be capable of both simplex and duplex scanning.
- 3.1.1.5** Document scanner must be capable of scanning in color, grayscale and black/white.
- 3.1.1.6** Document scanner must have the ability to drop out color for enhanced image quality.
- 3.1.1.7** Document scanner must be capable of scanning both small (less than 8.5 x 11 inch) documents such as ID cards, small receipts (i.e. gas/credit card) receipts and oversized documents (minimum 8.5 x 14 inches).
- 3.1.1.8** Document scanner must be capable of reading linear bar codes.

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Kodak i2420 Scanner or Equal

- 3.1.1.9** Document scanner at a minimum must include image enhancement capability:
- 3.1.1.9.1** Deskew,
 - 3.1.1.9.2** despeckle,
 - 3.1.1.9.3** auto crop,
 - 3.1.1.9.4** fixed cropping,
 - 3.1.1.9.5** auto orientation,
 - 3.1.1.9.6** border removal,
 - 3.1.1.9.7** blank page detection and elimination
 - 3.1.1.9.8** hole filling,
 - 3.1.1.9.9** enhanced color adjustment and color management.
- 3.1.1.10** Document scanner must be capable of saving images in the following formats: JPG, single page and multi-page TIFF, BMP, PDF and searchable PDF.
- 3.1.1.11** Documents scanner must include the following scanner drivers: ISIS and TWAIN.
- 3.1.1.12** Document scanners must be Windows 7 and Windows 10 compliant (32 and 64 bit).
- 3.1.1.13** Document scanners must also be compatible with Application Xtender Document Management Systems.
- 3.1.1.14** Document scanners must also include a user interface that allows for direct scanning to a network share and scan to email in the following formats: color PDF, black/white PDF, color JPG, Black-White single TIFF, Multi-page Black-White TIFF, Email Black-White PDF.
- 3.1.1.15** Document scanner interface must allow for push button scanning in the following formats: color PDF, black/white PDF, color JPG, Black-White single TIFF, Multi-page Black-White TIFF, Email Black-White PDF.
- 3.1.1.16** Document scanner must be USB 2.0 and USB 3.0 compatible

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REQUEST FOR QUOTATION
Kodak i2420 Scanner or Equal

- 3.1.1.17 Vendor must include manufacturer's specifications with the vendor's response. Specifications will be utilized to determine if the product is in compliance with the specifications outlined in this RFQ.
- 3.1.1.18 Consumables for the scanners must be available from multiple commercial sources and also installable by DOT technical staff. This should include but not be limited to feed modules; separation module, feed rollers, etc.
- 3.1.1.19 Equipment provided shall not require the use of proprietary parts and or service.

3.1.2 Document Scanner manufacturer's warranty.

- 3.1.2.1** Document scanner must at no charge include a three year, manufacturer's exchange warranty that provides for next business day replacement. When the replacement scanner is received, the defective unit will be boxed and returned to the manufacturer.

3.1.3 Equivalent products.

Alternate bids that are equal to, meet, or exceed the specifications and requirements listed are invited. In order to receive full consideration, such alternate bids must be accompanied by sufficient descriptive literature and/or samples to clearly identify the offer and allow for a complete evaluation.

The use of brand name or equal specifications is for describing the minimum standard of quality, technical performance and installation characteristics required and are not intended to limit or restrict competition.

4. CONTRACT AWARD:

- 4.1 Contract Award:** The Contract is intended to provide Agencies with a purchase price on all Contract Items. The Contract shall be awarded to the Vendor that provides the Contract Items meeting the required specifications for the lowest overall Grand Total cost as shown on the Pricing Pages.

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REQUEST FOR QUOTATION
Kodak i2420 Scanner or Equal

- 4.2 Pricing Pages:** Vendor should complete the Pricing Pages by including a Unit Price per scanner. If submitting online in Oasis, the Extended Cost will automatically calculate when the Unit Price is entered. If submitting on paper, the Extended Cost and the Grant Total Cost will automatically calculate when the Unit Price is entered. However, it is the vendors' responsibility to ensure the calculations for their bid is correct before submitting. Prices must include shipping to WVDOH Information Services Division, 1900 Kanawha Blvd E, Building 5 Room 920, Charleston, WV 25305. Vendor should complete the Pricing Pages in their entirety as failure to do so may result in Vendor's bids being disqualified.

The Pricing Pages contain a list of the Contract Items and estimated purchase volume. The estimated purchase volume for each item represents the approximate volume of anticipated purchases only. No future use of the Contract or any individual item is guaranteed or implied.

Vendor should electronically enter the information into the Pricing Pages through wvOASIS, if available, or as an electronic document. In most cases, the Vendor can request an electronic copy of the Pricing Pages for bid purposes by sending an email request to the following address: Mark.A.Atkins@wv.gov

5. ORDERING AND PAYMENT:

- 5.1 Ordering:** Vendor shall accept orders through wvOASIS, regular mail, facsimile, e-mail, or any other written form of communication. Vendor may, but is not required to, accept on-line orders through a secure internet ordering portal/website. If Vendor has the ability to accept on-line orders, it should include in its response a brief description of how Agencies may utilize the on-line ordering system. Vendor shall ensure that its on-line ordering system is properly secured prior to processing Agency orders on-line.

- 5.2 Payment:** Vendor shall accept payment in accordance with the payment procedures of the State of West Virginia.

6. DELIVERY AND RETURN:

- 6.1 Delivery Time:** Vendor shall deliver standard orders within fifteen (15) working days after orders are received. Vendor shall deliver emergency orders within five (5) working day(s) after orders are received. Vendor shall ship all orders in accordance with the above schedule and shall not hold orders until a minimum delivery quantity is met.

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- 6.2 Late Delivery:** The Agency placing the order under this Contract must be notified in writing if orders will be delayed for any reason. Any delay in delivery that could cause harm to an Agency will be grounds for cancellation of the delayed order, and/or obtaining the items ordered from a third party.

Any Agency seeking to obtain items from a third party under this provision must first obtain approval of the Purchasing Division.

- 6.3 Delivery Payment/Risk of Loss:** Standard order delivery shall be F.O.B. destination to the Agency's location. Vendor shall include the cost of standard order delivery charges in its bid pricing/discount and is not permitted to charge the Agency separately for such delivery. The Agency will pay delivery charges on all emergency orders provided that Vendor invoices those delivery costs as a separate charge with the original freight bill attached to the invoice.

- 6.4 Return of Unacceptable Items:** If the Agency deems the Contract Items to be unacceptable, the Contract Items shall be returned to Vendor at Vendor's expense and with no restocking charge. Vendor shall either make arrangements for the return within five (5) days of being notified that items are unacceptable, or permit the Agency to arrange for the return and reimburse Agency for delivery expenses. If the original packaging cannot be utilized for the return, Vendor will supply the Agency with appropriate return packaging upon request. All returns of unacceptable items shall be F.O.B. the Agency's location. The returned product shall either be replaced, or the Agency shall receive a full credit or refund for the purchase price, at the Agency's discretion.

- 6.5 Return Due to Agency Error:** Items ordered in error by the Agency will be returned for credit within 30 days of receipt, F.O.B. Vendor's location. Vendor shall not charge a restocking fee if returned products are in a resalable condition. Items shall be deemed to be in a resalable condition if they are unused and in the original packaging. Any restocking fee for items not in a resalable condition shall be the lower of the Vendor's customary restocking fee or 5% of the total invoiced value of the returned items.

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REQUEST FOR QUOTATION
Kodak i2420 Scanner or Equal

7. VENDOR DEFAULT:

7.1 The following shall be considered a vendor default under this Contract.

- 7.1.1 Failure to provide Contract Items in accordance with the requirements contained herein.
- 7.1.2 Failure to comply with other specifications and requirements contained herein.
- 7.1.3 Failure to comply with any laws, rules, and ordinances applicable to the Contract Services provided under this Contract.
- 7.1.4 Failure to remedy deficient performance upon request.

7.2 The following remedies shall be available to Agency upon default.

- 7.2.1 Immediate cancellation of the Contract.
- 7.2.2 Immediate cancellation of one or more release orders issued under this Contract.
- 7.2.3 Any other remedies available in law or equity.

8. MISCELLANEOUS:

- 8.1 No Substitutions:** Vendor shall supply only Contract Items submitted in response to the Solicitation unless a contract modification is approved in accordance with the provisions contained in this Contract.
- 8.2 Vendor Supply:** Vendor must carry sufficient inventory of the Contract Items being offered to fulfill its obligations under this Contract. By signing its bid, Vendor certifies that it can supply the Contract Items contained in its bid response.

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8.3 Reports: Vendor shall provide quarterly reports and annual summaries to the Agency showing the Agency's items purchased, quantities of items purchased, and total dollar value of the items purchased. Vendor shall also provide reports, upon request, showing the items purchased during the term of this Contract, the quantity purchased for each of those items, and the total value of purchases for each of those items. Failure to supply such reports may be grounds for cancellation of this Contract.

8.4 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: Brian Bartlett
Telephone Number: 304-628-3049
Fax Number: 304-628-3051
Email Address: ibs@citynet.net



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

State of West Virginia
 Request for Quotation
 28 – Office Equip.

Proc Folder: 373342

Doc Description: ADDENDUM_1: Kodak i2420 Scanners or Equal (DOT6318C0026)

Proc Type: Central Master Agreement

| Date Issued | Solicitation Closes | Solicitation No | Version |
|-------------|------------------------|-------------------------|---------|
| 2017-10-02 | 2017-10-06 13:30:00 | CRFQ 0803 DOT1800000028 | 3 |

BID RECEIVING LOCATION

BID CLERK
 DEPARTMENT OF ADMINISTRATION
 PURCHASING DIVISION
 2019 WASHINGTON ST E
 CHARLESTON WV 25305
 US

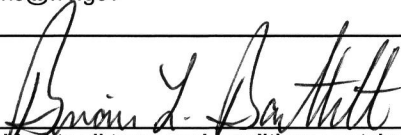
VENDOR

Vendor Name, Address and Telephone Number:

INNOVATIVE BUSINESS SOLUTIONS 00211218
 1224 BRUSHY FORK RD
 CAIRO, WV 26337
 304-628-3049

FOR INFORMATION CONTACT THE BUYER

Mark A Atkins
 (304) 558-2307
 mark.a.atkins@wy.gov

Signature X  FEIN # 55-0785005 DATE 10-6-2017
 All offers subject to all terms and conditions contained in this solicitation

ADDITIONAL INFORMATION:

ADDENDUM 1 : Is published for the following:

1. To move the bid opening date from 10/04/2017 to 10/06/2017 at 1:30pm EST.
2. To publish the Agency responses to the questions submitted by Vendors during the Technical Questioning period.

No other changes made.

The West Virginia Purchasing Division is soliciting bids on behalf of West Virginia Department of Transportation (WVDOT), Information Services, to establish an open-end contract for the purchase of Kodak i2420 or Equal scanners, per attached documents.

| INVOICE TO | SHIP TO |
|---|--|
| DIVISION OF HIGHWAYS INFORMATION SERVICE DIVISION 1900 KANAWHA BLVD E, BLDG 5 RM 920 CHARLESTON WV25305-0430 US | DIVISION OF HIGHWAYS INFORMATION SERVICE DIVISION 1900 KANAWHA BLVD E, BLDG 5 RM 920 CHARLESTON WV 25305-0430 US |

| Line | Comm Ln Desc | Qty | Unit Issue | Unit Price | Total Price |
|------|-------------------------------|-----------|------------|------------|-------------|
| 1 | KODAK i2420 SCANNERS OR EQUAL | 300.00000 | EA | | |

| Comm Code | Manufacturer | Specification | Model # | | |
|-----------|--------------|-------------------------------------|---------------|----------|-----------|
| 43211711 | XEROX | WITH 3 YR ADVANCE EXCHANGE WARRANTY | DOCUMATE 6440 | \$455 ea | \$136,500 |

Extended Description :

KODAK i2420 SCANNERS OR EQUAL

XEROX DOCUMATE 6440 WITH 3 YEAR ADVANCED EXCHANGE WARRANTY INCLUDED

SCHEDULE OF EVENTS

| Line | Event | Event Date |
|------|--|------------|
| 1 | Technical Questions due by 2:00pm EST: | 2017-09-27 |

| | | | |
|----------------------|--------------------------------|--|------------------------------|
| DOT1800000028 | Document Phase Final | Document Description ADDENDUM_1: Kodak i2420 Scanners or Equal (DOT6318C0026) | Page 3 of 3 |
|----------------------|--------------------------------|--|------------------------------|

ADDITIONAL TERMS AND CONDITIONS

See attached document(s) for additional Terms and Conditions