



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](http://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](http://WVPurchasing.gov) with any other vendor responses to this solicitation submitted to the Purchasing Division in hard copy format.

## Header 1

 List View

## General Information

Contact

Default Values

Discount

Document Information

Procurement Folder: 562837

Procurement Type: Central Contract - Fixed Amt

Vendor ID: 000000219122

Legal Name: POMEROY IT SOLUTIONS SALES CO INC

Alias/DBA:

Total Bid: \$166,729.40

Response Date: 04/18/2019

Response Time: 13:25

SO Doc Code: CRFQ

SO Dept: 0313

SO Doc ID: DEP1900000022

Published Date: 4/11/19

Close Date: 4/18/19

Close Time: 13:30

Status: Closed

Solicitation Description: Addendum 2-(4) Wide-Format, Multi-Function Plotters

Total of Header Attachments: 1

Total of All Attachments: 1



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

**State of West Virginia  
 Solicitation Response**

**Proc Folder :** 562837

**Solicitation Description :** Addendum 2-(4) Wide-Format, Multi-Function Plotters

**Proc Type :** Central Contract - Fixed Amt

Date issued	Solicitation Closes	Solicitation Response	Version
	2019-04-18 13:30:00	SR 0313 ESR04181900000004814	1

VENDOR
000000219122 POMEROY IT SOLUTIONS SALES CO INC

**Solicitation Number:** CRFQ 0313 DEP1900000022

**Total Bid :** \$166,729.40      **Response Date:** 2019-04-18      **Response Time:** 13:25:17

**Comments:**

**FOR INFORMATION CONTACT THE BUYER**  
 Brittany E Ingraham  
 (304) 558-2157  
 brittany.e.ingraham@wv.gov

Signature on File	FEIN #	DATE
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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	Multifunction Plotter Printer	4.00000	EA	\$22,987.400000	\$91,949.60

Comm Code	Manufacturer	Specification	Model #
43212110			

**Extended Description :** Purchase of a Wide-Format, Multi-Function Printer/Scanner/Copier Destination Locations on Exhibit A

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
2	Installation & Delivery	4.00000	EA	\$750.000000	\$3,000.00

Comm Code	Manufacturer	Specification	Model #
76122405			

**Extended Description :** Installation and Delivery of a Wide-Format, Multi-Function Printer/Scanner/Copier to DEP Offices. See attached Exhibit A

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
3	Maintenance & Support	12.00000	MO	\$5,981.650000	\$71,779.80

Comm Code	Manufacturer	Specification	Model #
81112306			

**Extended Description :** Maintenance and Support of a Wide-Format, Multi-Function Printer/Scanner/Copier to all locations listed on attached Exhibit A

**Comments:** This is for a 5yr NBD+DMR+MKR PWide 4500MFP Svcs HW Support option. This is **\*\*NOT\*\*** a 1 year/12month option. All 5yrs must be purchased up front.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
4	Maintenance & Support- Year 2	12.00000	MO	\$0.000000	\$0.00

Comm Code	Manufacturer	Specification	Model #
81112306			

**Extended Description :** Maintenance and Support of a Wide-Format, Multi-Function Printer/Scanner/Copier to all locations listed on attached Exhibit A

**Comments:** N/A

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
5	Maintenance & Support - Year 3	12.00000	MO	\$0.000000	\$0.00

Comm Code	Manufacturer	Specification	Model #
81112306			

**Extended Description :** Maintenance and Support of a Wide-Format, Multi-Function Printer/Scanner/Copier to all locations listed on attached Exhibit A

**Comments:** N/A

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
6	Maintenance & Support - Year 4	12.00000	MO	\$0.000000	\$0.00

Comm Code	Manufacturer	Specification	Model #
81112306			

**Extended Description :** Maintenance and Support of a Wide-Format, Multi-Function Printer/Scanner/Copier to all locations listed on attached Exhibit A

**Comments:** N/A



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: 562837

Doc Description: Addendum 2-(4) Wide-Format, Multi-Function Plotters

Proc Type: Central Contract - Fixed Amt

Date Issued	Solicitation Closes	Solicitation No	Version
2019-04-11	2019-04-18 13:30:00	CRFQ 0313 DEP1900000022	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:

*Pomeroy DBA Getronics  
 135 Corporate Centre Dr  
 Suite 410  
 Scott Depot, WV 25560  
 304-553-7533*

**FOR INFORMATION CONTACT THE BUYER**

Brittany E Ingraham  
 (304) 558-2157  
 brittany.e.ingraham@wv.gov

Signature X

*James Stewart*

FEIN #

*61-1352158*

DATE

*4.18.19*

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



**ADDITIONAL INFORMATION:**

Addendum

Addendum No.02 issued to publish and distribute the attached information to the vendor community.

\*\* To extend bid opening one week so the agency can address technical questions received.

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The West Virginia Purchasing Division is soliciting bids on behalf of the Department of Environmental Protection (WVDEP), to establish a contract for the purchase of four (4) Full Color Large/Wide Format, Multifunction Plotter/Printer/Copier/Scanners to include installation and delivery with maintenance and support per the terms and conditions and specifications as attached.

INVOICE TO		SHIP TO	
ENVIRONMENTAL PROTECTION DIV OF MINING & RECLAMATION 601 57TH STSE CHARLESTON WV25304 US		STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER  No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Multifunction Plotter Printer	4.00000	EA	\$ 22,987 <sup>40</sup>	\$91,949 <sup>60</sup>

Comm Code	Manufacturer	Specification	Model #
43212110	HP	PageWide XL 4100 MFP 3yr Printer	

**Extended Description :**

Purchase of a Wide-Format, Multi-Function Printer/Scanner/Copier  
Destination Locations on Exhibit A

INVOICE TO		SHIP TO	
ENVIRONMENTAL PROTECTION DIV OF MINING & RECLAMATION 601 57TH STSE CHARLESTON WV25304 US		STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER  No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
2	Installation & Delivery	4.00000	EA	\$ 750 <sup>00</sup>	\$3,000 <sup>00</sup>

Comm Code	Manufacturer	Specification	Model #
76122405			

**Extended Description :**

Installation and Delivery of a Wide-Format, Multi-Function Printer/Scanner/Copier to DEP Offices. See attached Exhibit A

INVOICE TO	SHIP TO
ENVIRONMENTAL PROTECTION DIV OF MINING & RECLAMATION 601 57TH STSE CHARLESTON WV25304 US	STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER No City WV 99999 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
3	Maintenance & Support	<del>12.00000</del> 4	<del>MO</del> EA	\$5,981.65	\$23,926.60

Comm Code	Manufacturer	Specification	Model #
81112306	HP	5yr NBD+DMR+ MKR Pwide 4500MFP svcs HW Sup	

**Extended Description :**

Maintenance and Support of a Wide-Format, Multi-Function Printer/Scanner/Copier to all locations listed on attached Exhibit A

INVOICE TO	SHIP TO
ENVIRONMENTAL PROTECTION DIV OF MINING & RECLAMATION 601 57TH STSE CHARLESTON WV25304 US	STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER No City WV 99999 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
4	Maintenance & Support- Year 2	12.00000	MO	N/A	

Comm Code	Manufacturer	Specification	Model #
81112306			

**Extended Description :**

Maintenance and Support of a Wide-Format, Multi-Function Printer/Scanner/Copier to all locations listed on attached Exhibit A

INVOICE TO	SHIP TO
ENVIRONMENTAL PROTECTION DIV OF MINING & RECLAMATION 601 57TH STSE CHARLESTON WV25304 US	STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER No City WV 99999 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
5	Maintenance & Support - Year 3	12.00000	MO	N/A	



Comm Code	Manufacturer	Specification	Model #
81112306			

**Extended Description :**

Maintenance and Support of a Wide-Format, Multi-Function Printer/Scanner/Copier to all locations listed on attached Exhibit A

INVOICE TO	SHIP TO
ENVIRONMENTAL PROTECTION DIV OF MINING & RECLAMATION  601 57TH STSE  CHARLESTON WV25304  US	STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER  No City WV 99999  US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
6	Maintenance & Support - Year 4	12.00000	MO	N/A	

Comm Code	Manufacturer	Specification	Model #
81112306			

**Extended Description :**

Maintenance and Support of a Wide-Format, Multi-Function Printer/Scanner/Copier to all locations listed on attached Exhibit A

**ADDENDUM ACKNOWLEDGEMENT FORM**

**SOLICITATION NO.:** 8 DEP19000002

**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 type="checkbox"/> Addendum No. 1            | <input type="checkbox"/> Addendum No. 6  |
| <input checked="" 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.

Pomeroy DBA Getronics

Company

James Stewart

Authorized Signature

4.18.19

Date

NOTE: This addendum acknowledgement should be submitted with the bid to expedite document processing.  
Revised 6/8/2012



**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.

James Stewart, TSE  
(Name, Title)  
James Stewart, TSE  
(Printed Name and Title)  
135 Corporate Centre Dr. St. 410, Scott Depot, WV 25560  
(Address)  
304-553-7533 / 800-650-1703  
(Phone Number) / (Fax Number)  
James.Stewart@getronics.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.

Pomeroy dba Getronics  
(Company)

James Stewart, TSE  
(Authorized Signature) (Representative Name, Title)

James Stewart, TSE  
(Printed Name and Title of Authorized Representative)

4.18.19  
(Date)

304-553-7533 / 800-650-1703  
(Phone Number) (Fax Number)

REQUEST FOR QUOTATION  
Large Format Printer/Plotter/Scanners

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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:** James Stewart  
**Telephone Number:** 304-553-7533  
**Fax Number:** 800-650-1703  
**Email Address:** James.Stewart@getronics.com



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 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: Pomeroy DBA Geonics

Authorized Signature: James Stewart Date: 4.18.19

State of WV

County of Putnam, to-wit:

Taken, subscribed, and sworn to before me this 18<sup>th</sup> day of April, 2019.

My Commission expires January 25, 2024.

NOTARY PUBLIC Cheryl L. Williams

Purchasing Affidavit (Revised 01/19/2018)







# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
02/13/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Willis Towers Watson Midwest, Inc. fka Willis of Minnesota, Inc. c/o 26 Century Blvd P.O. Box 305191 Nashville, TN 372305191 USA	<b>CONTACT NAME:</b> PHONE (A/C. No. Ext): 1-877-945-7378		<b>FAX (A/C. No.):</b> 1-888-467-2378
	<b>E-MAIL ADDRESS:</b> certificates@willis.com		
<b>INSURED</b> Pomeroy IT Solutions, Inc. dba Getronics 1020 Petersburg Road Hebron, KY 41048	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
	<b>INSURER A:</b> Hartford Underwriters Insurance Company		30104
	<b>INSURER B:</b>		
	<b>INSURER C:</b>		
	<b>INSURER D:</b>		
	<b>INSURER E:</b>		

**COVERAGES**                      **CERTIFICATE NUMBER:** W10106289                      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD VWD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	41 UEN ID2340	12/31/2018	12/31/2019	EACH OCCURRENCE	\$ 1,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence)					\$ 1,000,000	
						MED EXP (Any one person)	\$ 10,000
						PERSONAL & ADV INJURY	\$ 1,000,000
						GENERAL AGGREGATE	\$ 2,000,000
						PRODUCTS - COMP/OP AGG	\$ 2,000,000
							\$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident)	\$
						BODILY INJURY (Per person)	\$
						BODILY INJURY (Per accident)	\$
						PROPERTY DAMAGE (Per accident)	\$
							\$
	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$					EACH OCCURRENCE	\$
						AGGREGATE	\$
							\$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A				PER STATUTE	OTH-ER
						E.L. EACH ACCIDENT	\$
						E.L. DISEASE - EA EMPLOYEE	\$
						E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
Certificate Holder is included as an Additional Insured as respects to General Liability.

### CERTIFICATE HOLDER

WV Department of Environmental Protection  
601 57th St SE  
Charleston, WV 25304

### CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE  
*Est. J. How*