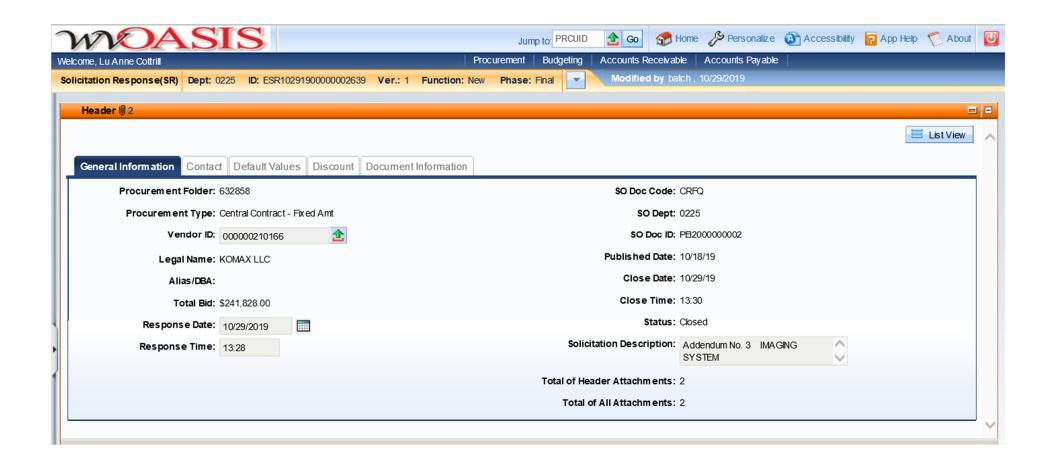
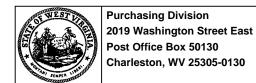


2019 Washington Street, East Charleston, WV 25305 Telephone: 304-558-2306 General Fax: 304-558-6026

Bid Fax: 304-558-3970

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.





# State of West Virginia Solicitation Response

Proc Folder: 632858

Solicitation Description: Addendum No. 3 IMAGING SYSTEM

Proc Type: Central Contract - Fixed Amt

Date issued	Solicitation Closes	Solicitation Response	Version
	2019-10-29	SR 0225 ESR10291900000002639	1
	13:30:00		

VENDOR

000000210166

KOMAX LLC

Solicitation Number: CRFQ 0225 PEI2000000002

**Total Bid:** \$241,828.00 **Response Date:** 2019-10-29 **Response Time:** 13:28:27

**Comments:** 

FOR INFORMATION CONTACT THE BUYER

Melissa Pettrey (304) 558-0094 melissa.k.pettrey@wv.gov

Signature on File FEIN # DATE

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

Page: 1 FORM ID: WV-PRC-SR-001

Line	Comm Ln Desc		Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	Scanning Syste Maintenance/Su	m Software + Yr 1 ıpport				\$17,000.00
Comm Code	Manufac	turer	Specification		Model #	
43230000		····	- Сросиновинон			
Fortage de d. De e	animation . Coor	wine Custom Coffman	. Vr.4 Maintana			
Extended Des	Scar	nning System Software	e + Yr i Maintena	ance/Support		
Con	nments: Biddi 40 C	ng Ademero Content ( oncurrent User License	Central and Capt e	ure Point Sof	tware.	
Line	Comm Ln Desc		Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
2	Image Manager Maintenance/Su	ment Software + Yr 1 upport	-			\$51,220.00
Comm Code	Manufact	turer	Specification		Model #	
43230000						
Extended Des	inag	ge Management Softwa	are i i i ivanice	липосу очерь		
Line	Comm Ln Desc		Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
3	Implementation		•			\$24,900.00
Comm Code	Manufac	turer	Specification		Model #	
43230000			•			
Extended Des	scription : Impl	ementation				
Line	Comm Ln Desc		Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
4	Scanning Syste Maintenance - \	m Software /r 2	,		3	\$8,000.00
Comm Code	Manufac	turer	Specification		Model #	
43230000						
Extended Des	scription : Scar	nning System Software	Maintenance - \	/r 2		

Line	Comm Ln Desc		Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
5	Scanning Syste Maintenance - `	em Software Yr 3				\$8,000.00
Comm Code	Manufac	turer	Specification		Model #	
13230000						
Extended Des	scription : Scar	nning System Software	Maintenance -	Yr 3		
Line 6	Comm Ln Desc Scanning Syste	om Software	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount \$8,000.00
	Maintenance - `	Yr 4				<b>\$6,000.00</b>
Comm Code 43230000	Manufac	turer	Specification		Model #	
Extended Des	scription : Scal	nning System Software	Maintenance -	Yr 4		
Line	Comm Ln Desc		Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
7	Scanning Syste Maintenance - `	em Software Yr 5				\$8,000.00
	Maintenance -					
	Manufac		Specification		Model #	
43230000	Manufac		-	Yr 5	Model #	
43230000 Extended Des	Manufac	turer	-	Yr 5 Unit Issue	Model #	Ln Total Or Contract Amount
43230000 Extended Des	Manufac	turer	Maintenance -			Ln Total Or Contract Amount \$8,000.00
43230000 Extended Des Line	Manufac	nning System Software em Software 1st Optional Renewal	Maintenance -			
Comm Code 43230000 Extended Des Line 8 Comm Code 43230000	Manufaction: Scare  Comm Ln Desc  Scanning System Maintenance -	nning System Software em Software 1st Optional Renewal	Maintenance -		Unit Price	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
9	Scanning System Software Maintenance - 2nd Optional	-			\$8,000.00
Comm Code	Manufacturer	Specification		Model #	
43230000		•			
Extended Des	Year 7- Second Optional	Renewal			
Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
10	Scanning System Software Maintenance -3rd Optional Renewal				\$8,000.00
Comm Code	Manufacturer	Specification		Model #	
43230000		<u> </u>			
Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
11	Image Management Software Maintenance - Yr 2				\$13,244.00
Comm Code	Manufacturer	Specification		Model #	
43230000					
Extended Des	Image Management Softv	vare Maintenance	e - Yr 2		
Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
12	Image Management Software Maintenance - Yr 3				\$13,244.00
Comm Code	Manufacturer	Specification		Model #	
43230000					
Extended Des	Image Management Softv	vare Maintenance	e - Yr 3		

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
13	Image Management Software Maintenance - Yr 4				\$13,244.00
Comm Code	Manufacturer	Specification		Model #	
43230000		•			
Extended Des	Image Management Soft	ware Maintenance	e - Yr 4		
Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
14	Image Management Software Maintenance - Yr 5				\$13,244.00
Comm Code	Manufacturer	Specification		Model #	
43230000					
Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
15	Image Management Software	Qty	Unit issue	Unit Price	\$13,244.00
	Maintenance - 1st Optional Renewa				Ψ.0,200
Comm Code	Manufacturer	Specification		Model #	
43230000					
Extended Des	Scription: Year 6- First Optional I R	enewal			
Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
16	Image Management Software Maintenance - 2nd optional Renwal				\$13,244.00
Comm Code	Manufacturer	Specification		Model #	
43230000					
		Renewal			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
17	Image Management Software Maintenance - 3rd Optional Renewal				\$13,244.00

Comm Code	Manufacturer	Specification	Model #	
43230000				
Extended Descrip	otion: Year 8- Third Option	onal Renewal		

## 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 exceed 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: Komax LLC

Authorized Signature: Daw Jung Slung Date: 10-09-19

State of West Virginia

County of Kangula , to-wit:

Taken, subscribed, and sworn to before me this 29 day of Octobe , 2019.

My Commission expires September 5 , 2024.

AFFIX SEAL HERE NOTARY PUBLIC Talk A Much

OFFICIAL SEAL
NOTARY PUBLIC
STATE OF WEST VIRGINIA
Robert A. Maxwell
500 D Street
South Charleston, WV 25303

# ADDENDUM ACKNOWLEDGEMENT FORM SOLICITATION NO.: PEI2000000002

**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.

(Chec	k the bo	ox next to each addendum re	eceive	d)	
	[1	Addendum No. 1	[	]	Addendum No. 6
		Addendum No. 2	[	]	Addendum No. 7
		Addendum No. 3	I	]	Addendum No. 8
	[ ]	Addendum No. 4	[	]	Addendum No. 9
	[ ]	Addendum No. 5	f	1	Addendum No. 10

Addendum Numbers Received:

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.

Company

Company

Authorized Signature

10-29-19

Date

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

_/	
	e, Title)
	Humphrey - State Contracts Manager
	ed Name and Title) ST South Charleston WV 25303
(Add	
,	44-7440 / 304-744-7450
	e Number) / (Fax Number)
<u>d</u> hum	phrey@komaxwv.com
(emai	l address)
product or se	posed meets the mandatory requirements contained in the Solicitation for that
bid, offer or p and submit th I am authoriz	vice, unless otherwise stated herein; that the Vendor accepts the terms and ntained in the Solicitation, unless otherwise stated herein; that I am submitting this roposal for review and consideration; that I am authorized by the vendor to execute is bid, offer, or proposal, or any documents related thereto on vendor's behalf; that ed to bind the vendor in a contractual relationship; and that to the best of my se vendor has properly registered with any State agency that may require
conditions co bid, offer or p and submit th I am authoriz knowledge, th registration.	vice, unless otherwise stated herein; that the Vendor accepts the terms and national in the Solicitation, unless otherwise stated herein; that I am submitting this roposal for review and consideration; that I am authorized by the vendor to execute is bid, offer, or proposal, or any documents related thereto on vendor's behalf; that ed to bind the vendor in a contractual relationship; and that to the best of my
conditions co bid, offer or p and submit th I am authoriz knowledge, th registration.	vice, unless otherwise stated herein; that the Vendor accepts the terms and national in the Solicitation, unless otherwise stated herein; that I am submitting this roposal for review and consideration; that I am authorized by the vendor to execute is bid, offer, or proposal, or any documents related thereto on vendor's behalf; that ed to bind the vendor in a contractual relationship; and that to the best of my
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conditions cobid, offer or pand submit the I am authorize knowledge, the registration.  Komax LLC (Company)  (Authorized Standard Humpher)	vice, unless otherwise stated herein; that the Vendor accepts the terms and national in the Solicitation, unless otherwise stated herein; that I am submitting this proposal for review and consideration; that I am authorized by the vendor to execute its bid, offer, or proposal, or any documents related thereto on vendor's behalf; that ed to bind the vendor in a contractual relationship; and that to the best of my be vendor has properly registered with any State agency that may require require the vendor has properly registered with any State agency that may require
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conditions cobid, offer or pand submit the I am authorize knowledge, the registration.  Komax LLC (Company)  (Authorized State of Printed Name)	vice, unless otherwise stated herein; that the Vendor accepts the terms and national in the Solicitation, unless otherwise stated herein; that I am submitting this proposal for review and consideration; that I am authorized by the vendor to execute its bid, offer, or proposal, or any documents related thereto on vendor's behalf; that ed to bind the vendor in a contractual relationship; and that to the best of my be vendor has properly registered with any State agency that may require require registered with any State agency that may require rey - State Contracts Manager

(Phone Number) (Fax Number)

# REQUEST FOR QUOTATION [Imaging System]

#### 10. VENDOR DEFAULT:

- 10.1. The following shall be considered a vendor default under this Contract.
  - 10.1.1 Failure to perform Contract Services in accordance with the requirements contained herein.
  - 10.1.2 Failure to comply with other specifications and requirements contained herein.
  - 10.1.3 Failure to comply with any laws, rules, and ordinances applicable to the Contract Services provided under this Contract.
  - 10.1.4 Failure to remedy deficient performance upon request.
- 10.2 The following remedies shall be available to Agency upon default.
  - 10.2.1 Cancellation of the Contract.
  - 10.2.2 Cancellation of one or more release orders issued under this Contract.
  - 10.2.3 Any other remedies available in law or equity.

#### 11. MISCELLANEOUS:

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

Contract Manager: David Humphrey - State Contracts Manager

Telephone Number: 304-744-7440

Fax Number: 304-744-7450

Email Address: dhumphrey@komaxwv.com

#### ADEMERO SYSTEM REQUIREMENTS

#### **Minimum System Requirements for Workstations**

#### **Software:**

Microsoft® Windows® Vista; or Mac® OS X
Microsoft Internet Explorer 11; or Mozilla Firefox® 15; or Google Chrome® 20
Sun Microsystems® Java<sup>TM</sup> JRE 6.0 or higher

#### Hardware:

2GHz processor 2GB RAM

#### **Recommended System Requirements for Workstations**

#### **Software:**

Microsoft® Windows® 7 or higher; or Mac® OS X
Microsoft Internet Explorer 11; or Mozilla Firefox® 30; or Google Chrome® 35
Sun Microsystems® Java<sup>TM</sup> JRE 6.0 or higher

#### Hardware:

2.5GHz dual-core processor 4GB RAM

#### **Minimum System Requirements for Servers**

#### Software:

Microsoft® Windows® Server 2008 Microsoft Internet Information Services (IIS) 7.0 or higher Microsoft .NET Framework 4

#### Hardware:

2GHz quad-core processor 4GB RAM 100GB redundant (backed-up) storage space

#### **Recommended System Requirements for Servers**

#### **Software:**

Microsoft® Windows® Server 2012 Microsoft Internet Information Services (IIS) 8.0 or higher Microsoft .NET Framework 4.5

#### Hardware:

Quad-Core Intel® Xeon® Processors 8GB RAM 250GB redundant storage space





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Scanning is not an exact science, which is why
CapturePoint uses a world-renowned OCR engine to
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#### **Server Platform**

Microsoft® Windows®

Internet Information Services (IIS)

.NET Framework

Microsoft SQL Server (bundled with a free version)

SSL Compatible

#### **Client Platform Compatibility**

Microsoft® Windows®

Apple® Macintosh®

UNIX/Linux

Microsoft Internet Explorer®

Mozilla Firefox®

Microsoft Office®

Google® Android

Apple® iOS

#### **Plugin Compatibility**

Adobe® Acrobat Reader®

Nitro PDF®

PDF XChange® by Tracker Software Products

Brava!® by Informative Graphics®

QuickViewPlus® by AvantStar

qPDF Notes<sup>TM</sup> by Qoppa Software

#### **System and Security**

Fully Browser Based

Web-Based Capable

Mobile Site

Folder & File Building (uses metadata)

**Document-Type Security** 

Document Permissions (View, Edit, Add, Delete, etc.)

Logging & Event Viewer (audit trail)

Designated Folder for Deleted Content

**Internal Messaging System** 

External Messaging via E-mail

Administration Console

**Configurable Session Timeout** 



Upgradable Licensing

**Unlimited Catalog Creation** 

**Unlimited Document-Type Creation** 

**Unlimited Group Creation** 

**Unlimited User Creation** 

**Active Directory Integration** 

Customizable User Interface / Theme Creation

**Document-Type Administrator Permission** 

**Batch Catalog Creation** 

#### **Capture**

Paper Capture from TIFF

Paper Capture from JPEG

Paper Capture from PDF

Paper Capture to PDF

Electronic File Capture (any file type)

Drag & Drop Capture

Single-Document Capture (one-touch scanning)

**Batch Document Capture** 

Fixed-Page Batch Document Capture

Barcoding for Batch Processing (fax capable)

Scan-to-Browser, Scan-to-Web

**TWAIN Compliant** 

Image Review Tools (Zoom, Rotate, Rearrange, Delete)

Wide-Format/Large-Format Compatible

Scan Routing (user or catalog queue)

Imports Existing Files (any file type)

Optical Character Recognition (OCR)

OCR for Existing PDFs

Positional OCR (for PDF Highlighting)

Multi-Language OCR

Zonal OCR (for automating field input)

Zonal Barcode Recognition

**Automatic Rotation** 

Document Creation via PDF/XFA Forms

E-mail Capture



ODBC Integration (for automating field input)

Capture Content using XML Descriptor

Microsoft Office Integration

#### **Coding (Indexing, Data Entry)**

**Pre-Capture Coding** 

Post-Capture Coding

Versatile Coding (combined pre & post)

**OCR-Only Capture** 

Document Coding Queue/Inbox

Drag-and-Drop OCR Coding

Field Types: Text, Numeric, Date

Field Masks (e.g., Phone, SSN, Custom)

Drop-Down Field-Choice Lists

AutoComplete/TypeAhead

Coding-Field Ordering

Off-Site/Remote Coding Capable

ODBC / External Data Source Integration

#### **Searching and Retrieval**

**Full-Text Searching** 

Document Properties Searching (field searching)

Filename Searching

**Proximity Searching** 

Wildcard Searching

Stemming

Advanced Search Syntax

Adds to Search Providers (Internet Explorer, Firefox)

Search All Catalogs

Search-Field Ordering

**Drop-Down Field-Choice Lists** 

AutoComplete/TypeAhead

Sort Results

**Group Results** 

Save Results

Document Status Indicators (e.g., checked out)

Thumbnail Support for Image-Based Documents



PDF Streaming for Network Performance

Display PDFs in Browser

Display MS Office in Browser

**Download Documents** 

Zip & Download Documents

E-mail Documents

Fax Documents (using RelayFax®)

Catalog Browser (browser-based file explorer)

Search by Packet (Document Group)

#### Management

Annotation Markup with PDFs

**Approval Processes** 

Workflow Rules / Automation

**External Application Processing** 

Work Queue / Collaboration

Message (E-mail) Templates

**One-Click Document Editing** 

Packets / Document Grouping

**Retention-Policy Management** 

Report Generator

Document Versioning / Version Control

**Revision History** 

Check Out / Check In

User Dashboard

Update Properties (metadata/fields)

Append to Document

Replace Document

Copy Documents

Move Documents

**Delete Documents** 

#### **Support**

In-Product Live-Chat Support

In-Product, Contextual Help Documentation

Printable Documentation

Available 24/7/365 Voice/E-mail/Chat Support



30-Day Money-Back Guarantee **Free** First-Year Support & Upgrades



Ademero understands the importance of a well-supported product. Our maintenance plan provides annual support services and maintenance services as listed below. Should you need assistance, fully-qualified support technicians are available to you 365 days a year. Software updates including new features, performance enhancements and bug fixes will be provided to you free of charge with this annual maintenance plan.



Telephone Hotline



Live Web Chat (Integrated in Content Central)





Web Site Knowledge Base (FAQ)



E-mail Address

## **Maintenance Services**

#### Software Updates

Includes Product Enhancements, Documentation Updates, and Bug Fixes. Updates keep you current with new hardware and OS releases.



#### **Product Enhancements**

New features, enhanced existing features, and performance improvements.

#### **Documentation Updates**

All software changes/additions will be addressed with new documentation.

#### **Bug Fixes**

Issues will be resolved and included in all software updates.

A Maintenance Plan Keeps You Operational All Year Long!

Visit our web site at www.ademero.com or call us at 863-937-0272 for more information.