

From: notifications@wvoasis.gov
Subject: ADVMAIL: RESPONSE HAS BEEN RECEIVED
Date: December 17, 2021 at 2:44 PM
To: KATHI@epiphanywv.com KATHI@EPIPHANYWV.COM



KATHI RICHARDS:

This notification is to advise you that your response to the following Solicitation has been received by wvOASIS Vendor Self Service.

Solicitation Details:

Solicitation: CRFQ 0313 DEP2200000021
Description: Human Resource Development
Closing Date/Closing Time: 2021-12-21/13:30:00

Your Response Details:

Response ID: SR 0313 ESR12172100000003714-1
Total Bid: 766025.00
Web Response Date/Web Response Time: 2021-12-17/14:42:49

Your Location Details:

Headquarters Legal Name: EPIPHANY CONSULTING LLC
Location Name: EPIPHANY CONSULTING LLC

If you have any questions, please contact the wvOASIS Help Desk at 855-666-8823.

12/17/21 15:49:18
WV Purchasing Division



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

State of West Virginia
 Centralized Request for Quote
 Service - Prof

Proc Folder: 970156
 Doc Description: Human Resource Development

Reason for Modification:

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2021-12-03	2021-12-21 13:30	CRFQ 0313 DEP2200000021	1

BID RECEIVING LOCATION

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

VENDOR

Vendor Customer Code:

Vendor Name: *Epiphany Consulting*

Address: *P.O. Box 9296*

Street: *South Charleston*

City: *South Charleston*

State: *W. Va*

Country: *USA*

Zip: *25309*

Principal Contact: *Kathi Richards*

Vendor Contact Phone: *304-556-4839*

Extension:

FOR INFORMATION CONTACT THE BUYER

Joseph E Hager III
 (304) 558-2306
 joseph.e.hageriii@wv.gov

Vendor
 Signature X *Kathi Richards*

FEIN# *55-0778747*

DATE *12/15/21*

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

ADDITIONAL INFORMATION

The West Virginia Purchasing Division is soliciting bids on behalf of the Department of Environmental Protection to establish an open-end contract for internet based human resource related personnel assessment tools and related services for managers within the department per the attached specifications and terms and conditions.

INVOICE TO**SHIP TO**

ENVIRONMENTAL
PROTECTION
OFFICE OF ADMINISTRATION
601 57TH ST SE
CHARLESTON WV
US

ENVIRONMENTAL
PROTECTION
601 57TH ST
CHARLESTON WV
US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	3.1.1 Profile XT or equal	850.00000	EA	200.00	\$170,000

Comm Code	Manufacturer	Specification	Model #
80111500			

Extended Description:

3.1.1 Profile XT or equal
Reference Section 3.1.1 of Specifications

INVOICE TO**SHIP TO**

ENVIRONMENTAL
PROTECTION
OFFICE OF ADMINISTRATION
601 57TH ST SE
CHARLESTON WV
US

ENVIRONMENTAL
PROTECTION
601 57TH ST
CHARLESTON WV
US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
2	3.2.2 Customer Service Profile or equal	150.00000	EA	125.00	\$18,750.-

Comm Code	Manufacturer	Specification	Model #
80111500			

Extended Description:

3.2.2 Customer Service Profile or equal
Reference Section 3.2.2 of Specifications

INVOICE TO			SHIP TO		
ENVIRONMENTAL PROTECTION OFFICE OF ADMINISTRATION 601 57TH ST SE CHARLESTON WV US			ENVIRONMENTAL PROTECTION 601 57TH ST CHARLESTON WV US		

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
3	3.2.3 Profiles Performance Indicator or equal	50.00000	EA	\$95.00	\$4,750.00

Comm Code	Manufacturer	Specification	Model #
80111500			

Extended Description:
3.2.3 Profiles Performance Indicator or equal
Reference Section 3.2.3 of Specifications

INVOICE TO			SHIP TO		
ENVIRONMENTAL PROTECTION OFFICE OF ADMINISTRATION 601 57TH ST SE CHARLESTON WV US			ENVIRONMENTAL PROTECTION 601 57TH ST CHARLESTON WV US		

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
4	3.2.4 Checkpoint 360 or equal	50.00000	EA	\$350.00	\$17,500

Comm Code	Manufacturer	Specification	Model #
80111500			

Extended Description:
3.2.4 Checkpoint 360 or equal
Reference Section 3.2.4 of Specifications

INVOICE TO			SHIP TO		
ENVIRONMENTAL PROTECTION OFFICE OF ADMINISTRATION 601 57TH ST SE CHARLESTON WV US			ENVIRONMENTAL PROTECTION 601 57TH ST CHARLESTON WV US		

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
5	3.2.5 SOSII or equal	50.00000	EA	\$32.00	\$1,600.-

Comm Code	Manufacturer	Specification	Model #
80111500			

Extended Description:
3.2.5 SOSII or equal
Reference Section 3.2.5 of Specifications

INVOICE TO			SHIP TO		
ENVIRONMENTAL PROTECTION OFFICE OF ADMINISTRATION 601 57TH ST SE CHARLESTON WV US			ENVIRONMENTAL PROTECTION 601 57TH ST CHARLESTON WV US		

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
6	3.2.6 Assessment Portal or equal	1.00000	YR	\$1,000.-	\$1,000.00

Comm Code	Manufacturer	Specification	Model #
80111500			

Extended Description:
3.2.6 Assessment Portal or equal
Reference Section 3.2.6 of Specifications

INVOICE TO			SHIP TO		
ENVIRONMENTAL PROTECTION OFFICE OF ADMINISTRATION 601 57TH ST SE CHARLESTON WV US			ENVIRONMENTAL PROTECTION 601 57TH ST CHARLESTON WV US		

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
7	3.2.7 Workshops	40.00000	HOUR	400.-	\$ 16,000.-

Comm Code	Manufacturer	Specification	Model #
80111500			

Extended Description:
3.2.7 Workshops
Reference Section 3.2.7 of Specifications

INVOICE TO			SHIP TO		
ENVIRONMENTAL PROTECTION OFFICE OF ADMINISTRATION 601 57TH ST SE CHARLESTON WV US			ENVIRONMENTAL PROTECTION 601 57TH ST CHARLESTON WV US		

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
8	3.2.8 Certification of Agency Trainers	25.00000	EA	\$1995.00	\$ 49,875.00

Comm Code	Manufacturer	Specification	Model #
80111500			

Extended Description:
3.2.8 Certification of Agency Trainers
Reference Section 3.2.8 of Specifications

INVOICE TO			SHIP TO		
ENVIRONMENTAL PROTECTION OFFICE OF ADMINISTRATION 601 57TH ST SE CHARLESTON WV US			ENVIRONMENTAL PROTECTION 601 57TH ST CHARLESTON WV US		

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
9	3.2.9 Workplace Engagement Survey or equal	50.00000	EA	\$50.00	\$2,500.-

Comm Code	Manufacturer	Specification	Model #
80111500			

Extended Description:
3.2.9 Workplace Engagement Survey or equal
Reference Section 3.2.9 of Specifications

INVOICE TO			SHIP TO		
ENVIRONMENTAL PROTECTION OFFICE OF ADMINISTRATION 601 57TH ST SE CHARLESTON WV US			ENVIRONMENTAL PROTECTION 601 57TH ST CHARLESTON WV US		

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
10	3.2.10 Skills Test or equal	50.00000	EA	\$50.00	\$2,500

Comm Code	Manufacturer	Specification	Model #
80111500			

Extended Description:
3.2.10 Skills Test or equal
Reference Section 3.2.10 of Specifications

INVOICE TO			SHIP TO		
ENVIRONMENTAL PROTECTION OFFICE OF ADMINISTRATION 601 57TH ST SE CHARLESTON WV US			ENVIRONMENTAL PROTECTION 601 57TH ST CHARLESTON WV US		

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
11	3.2.11.1 Everything DiSC 363 Leader or equal	50.00000	EA	\$ 240.00	\$ 12,000.00

Comm Code	Manufacturer	Specification	Model #
80111500			

Extended Description:

3.2.11.1 Everything DiSC 363 Leader or equal
Reference Section 3.2.11.1 of Specifications

INVOICE TO			SHIP TO		
ENVIRONMENTAL PROTECTION OFFICE OF ADMINISTRATION 601 57TH ST SE CHARLESTON WV US			ENVIRONMENTAL PROTECTION 601 57TH ST CHARLESTON WV US		

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
12	3.2.11.2 Everything DiSC Workplace or equal	50.00000	EA	\$ 72.00	\$ 3,600.00

Comm Code	Manufacturer	Specification	Model #
80111500			

Extended Description:

3.2.11.2 Everything DiSC Workplace or equal
Reference Section 3.2.11.2 of Specifications

INVOICE TO			SHIP TO		
ENVIRONMENTAL PROTECTION OFFICE OF ADMINISTRATION 601 57TH ST SE CHARLESTON WV US			ENVIRONMENTAL PROTECTION 601 57TH ST CHARLESTON WV US		

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
13	3.2.11.3 Everything DiSC Management or equal	50.00000	EA	120.00	\$6,000.00

Comm Code	Manufacturer	Specification	Model #
80111500			

Extended Description:
3.2.11.3 Everything DiSC Management or equal
Reference Section 3.2.11.3 of Specifications

INVOICE TO			SHIP TO		
ENVIRONMENTAL PROTECTION OFFICE OF ADMINISTRATION 601 57TH ST SE CHARLESTON WV US			ENVIRONMENTAL PROTECTION 601 57TH ST CHARLESTON WV US		

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
14	3.2.11.4 Everything DiSC Sales or equal	50.00000	EA	120.00	\$6,000.00

Comm Code	Manufacturer	Specification	Model #
80111500			

Extended Description:
3.2.11.4 Everything DiSC Sales or equal
Reference Section 3.2.11.4 of Specifications

INVOICE TO		SHIP TO	
ENVIRONMENTAL PROTECTION OFFICE OF ADMINISTRATION 601 57TH ST SE CHARLESTON US	WV	ENVIRONMENTAL PROTECTION 601 57TH ST CHARLESTON US	WV

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
15	3.2.11.5 Everything DiSC Facilitator Team Report or equal	50.00000	EA	\$120.00	\$6,000.00

Comm Code	Manufacturer	Specification	Model #
80111500			

Extended Description:

3.2.11.5 Everything DiSC Facilitator Team Report or equal
Reference Section 3.2.11.5 of Specifications

INVOICE TO		SHIP TO	
ENVIRONMENTAL PROTECTION OFFICE OF ADMINISTRATION 601 57TH ST SE CHARLESTON US	WV	ENVIRONMENTAL PROTECTION 601 57TH ST CHARLESTON US	WV

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
16	3.2.11.6 Everything DiSC Culture Report or equal	50.00000	EA	\$120.00	\$6,000.00

Comm Code	Manufacturer	Specification	Model #
80111500			

Extended Description:

3.2.11.6 Everything DiSC Culture Report or equal
Reference Section 3.2.11.6 of Specifications

INVOICE TO			SHIP TO		
ENVIRONMENTAL PROTECTION OFFICE OF ADMINISTRATION 601 57TH ST SE CHARLESTON WV US			ENVIRONMENTAL PROTECTION 601 57TH ST CHARLESTON WV US		

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
17	3.2.11.7 Everything DiSC Conflict Resolution or equal	50.00000	EA	96.00	\$4800.00

Comm Code	Manufacturer	Specification	Model #
80111500			

Extended Description:
 3.2.11.7 Everything DiSC Conflict Resolution or equal
 Reference Section 3.2.11.7 of Specifications

INVOICE TO			SHIP TO		
ENVIRONMENTAL PROTECTION OFFICE OF ADMINISTRATION 601 57TH ST SE CHARLESTON WV US			ENVIRONMENTAL PROTECTION 601 57TH ST CHARLESTON WV US		

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
18	3.2.11.8 Everything DiSC Sub Account or equal	1.00000	YR	\$1,000.00	\$1,000.-

Comm Code	Manufacturer	Specification	Model #
80111500			

Extended Description:
 3.2.11.8 Everything DiSC Sub Account or equal
 Reference Section 3.2.11.8 of Specifications

INVOICE TO		SHIP TO	
ENVIRONMENTAL PROTECTION OFFICE OF ADMINISTRATION 601 57TH ST SE CHARLESTON WV US		ENVIRONMENTAL PROTECTION 601 57TH ST CHARLESTON WV US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
19	3.2.11.9 Everything DiSC Workplace Certification or equal	50.00000	EA	\$ 2,495.00	\$ 124,750.00

Comm Code	Manufacturer	Specification	Model #
80111500			

Extended Description:
3.2.11.9 Everything DiSC Workplace Certification or equal
Reference Section 3.2.11.9 of Specifications

INVOICE TO		SHIP TO	
ENVIRONMENTAL PROTECTION OFFICE OF ADMINISTRATION 601 57TH ST SE CHARLESTON WV US		ENVIRONMENTAL PROTECTION 601 57TH ST CHARLESTON WV US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
20	3.2.11.10 Everything DiSC Facilitation Kit or equal	50.00000	EA	\$ 1,495.00	\$ 74,750

Comm Code	Manufacturer	Specification	Model #
80111500			

Extended Description:
3.2.11.10 Everything DiSC Facilitation Kit or equal
Reference Section 3.2.11.10 of Specifications

INVOICE TO			SHIP TO		
ENVIRONMENTAL PROTECTION OFFICE OF ADMINISTRATION 601 57TH ST SE CHARLESTON WV US			ENVIRONMENTAL PROTECTION 601 57TH ST CHARLESTON WV US		

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
21	3.2.12.1 The Five Behaviors Profile or equal	50.00000	EA	120.00	36,000.00

Comm Code	Manufacturer	Specification	Model #
80111500			

Extended Description:

3.2.12.1 The Five Behaviors Profile or equal
Reference Section 3.2.12.1 of Specifications

INVOICE TO			SHIP TO		
ENVIRONMENTAL PROTECTION OFFICE OF ADMINISTRATION 601 57TH ST SE CHARLESTON WV US			ENVIRONMENTAL PROTECTION 601 57TH ST CHARLESTON WV US		

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
22	3.2.12.2 The Five Behaviors Facilitator Kit or equal	50.00000	EA	\$1,495.00	\$74,750.00

Comm Code	Manufacturer	Specification	Model #
80111500			

Extended Description:

3.2.12.2 The Five Behaviors Facilitator Kit or equal
Reference Section 3.2.12.2 of Specifications

INVOICE TO			SHIP TO		
ENVIRONMENTAL PROTECTION OFFICE OF ADMINISTRATION 601 57TH ST SE CHARLESTON WV US			ENVIRONMENTAL PROTECTION 601 57TH ST CHARLESTON WV US		

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
23	3.2.12.3 The Five Behaviors Certification or equal	50.00000	EA	# 2495.00	\$ 124,750.-

Comm Code	Manufacturer	Specification	Model #
80111500			

Extended Description:
3.2.12.3 The Five Behaviors Certification or equal
Reference Section 3.2.12.3 of Specifications

INVOICE TO			SHIP TO		
ENVIRONMENTAL PROTECTION OFFICE OF ADMINISTRATION 601 57TH ST SE CHARLESTON WV US			ENVIRONMENTAL PROTECTION 601 57TH ST CHARLESTON WV US		

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
24	3.2.12.4 The Five Behaviors Sub Account or equal	1.00000	YR	# 1000.-	\$ 1000.00

Comm Code	Manufacturer	Specification	Model #
80111500			

Extended Description:
3.2.12.4 The Five Behaviors Sub Account or equal
Reference Section 3.2.12.4 of Specifications

INVOICE TO			SHIP TO		
ENVIRONMENTAL PROTECTION OFFICE OF ADMINISTRATION 601 57TH ST SE CHARLESTON WV US			ENVIRONMENTAL PROTECTION 601 57TH ST CHARLESTON WV US		

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
25	3.2.13 Emotional Intelligence or equal	50.00000	EA	375.00	\$18,750.-

Comm Code	Manufacturer	Specification	Model #
80111500			

Extended Description:
3.2.13 Emotional Intelligence or equal
Reference Section 3.2.13 of Specifications

INVOICE TO			SHIP TO		
ENVIRONMENTAL PROTECTION OFFICE OF ADMINISTRATION 601 57TH ST SE CHARLESTON WV US			ENVIRONMENTAL PROTECTION 601 57TH ST CHARLESTON WV US		

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
26	3.2.14 Everything DiSC Agile EQ or equal	30.00000	EA	120.00	\$3,600

Comm Code	Manufacturer	Specification	Model #
80111500			

Extended Description:
3.2.14 Everything DiSC Agile EQ or equal
Reference Section 3.2.14 of Specifications

INVOICE TO		SHIP TO	
ENVIRONMENTAL PROTECTION OFFICE OF ADMINISTRATION 601 57TH ST SE CHARLESTON US	WV	ENVIRONMENTAL PROTECTION 601 57TH ST CHARLESTON US	WV

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
27	3.2.15 Consulting Services	40.00000	HOUR	195.00	\$ 7,800.00

Comm Code	Manufacturer	Specification	Model #
80111500			

Extended Description:
 3.2.15 Consulting Services
 Reference Section 3.2.15 of Specifications

SCHEDULE OF EVENTS

Line	Event	Event Date
------	-------	------------

	Document Phase	Document Description	Page 16
DEP2200000021	Final	Human Resource Development	\$ 766,025

ADDITIONAL TERMS AND CONDITIONS

See attached document(s) for additional Terms and Conditions

REQUEST FOR QUOTATION
Human Resource Development

10 MISCELLANEOUS:

- 10.1 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.
- 10.2 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.
- 10.3 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.
- 10.4. 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.
- 10.5 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: Kathi Richards

Telephone Number: 304-556-4839

Fax Number: 304-720-4870

Email Address: Kathi@epiphanynv.com

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.

Kathi Richards Co-owner
(Name, Title)
Kathi Richards Co owner
(Printed Name and Title)
P.O. Box 9296
(Address)
304-556-4839 304-720-4870
(Phone Number) / (Fax Number)
Kathi@epiphanywv.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.

By signing below, I further certify that I understand this Contract is subject to the provisions of West Virginia Code § 5A-3-62, which automatically voids certain contract clauses that violate State law.

Epiphany Consulting, LLC
(Company)

Kathi Richards
(Authorized Signature) (Representative Name, Title)

Kathi Richards Co-owner
(Printed Name and Title of Authorized Representative)

12/17/2021
(Date)

304-556-4839 304-720-4870
(Phone Number) (Fax Number)

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: Epiphany Consulting LLC

Authorized Signature: Kathi Rasmussen Date: 12/17/2021

State of WV

County of Kanawha, to-wit:

Taken, subscribed, and sworn to before me this 17th day of December, 2021.

My Commission expires 2/28, 2021.

AFFIX SEAL HERE

NOTARY PUBLIC

Sara Bailey



West Virginia Ethics Commission
Disclosure of Interested Parties to Contracts

(Required by W. Va. Code § 6D-1-2)

Name of Contracting Business Entity: Epiphany Consulting Address: P.O. Box 9296
South Charleston, WVa 25309

Name of Authorized Agent: Kathi Richards Address: P.O. Box 9296, South Charleston
WV 25309

Contract Number: 304-556-4839 Contract Description: Employee Assessments
Development

Governmental agency awarding contract: Department of Environmental Protection

Check here if this is a Supplemental Disclosure

List the Names of Interested Parties to the contract which are known or reasonably anticipated by the contracting business entity for each category below (attach additional pages if necessary):

1. Subcontractors or other entities performing work or service under the Contract

Check here if none, otherwise list entity/individual names below.

Chuck Stump
Megan Lyons
James Strawn

2. Any person or entity who owns 25% or more of contracting entity (not applicable to publicly traded entities)

Check here if none, otherwise list entity/individual names below.

Kathleen Walker
Kathi Richards

3. Any person or entity that facilitated, or negotiated the terms of, the applicable contract (excluding legal services related to the negotiation or drafting of the applicable contract)

Check here if none, otherwise list entity/individual names below.

Signature: Kathi Richards

Date Signed: 12/17/2021

Notary Verification

State of WV, County of Kanawha:

I, Kathi Richards, the authorized agent of the contracting business entity listed above, being duly sworn, acknowledge that the Disclosure herein is being made under oath and under the penalty of perjury.

Taken, sworn to and subscribed before me this 17th day of December, 2021

Sara Bailey
Notary Public's Signature

To be completed by State Agency:

Date Received by State Agency: _____
Date submitted to Ethics Commission: _____
Governmental agency submitting Disclosure: _____





WOMEN'S BUSINESS ENTERPRISE NATIONAL COUNCIL

JOIN FORCES. SUCCEED TOGETHER.

hereby grants

National Women's Business Enterprise Certification

to

Epiphany Consulting, LLC

who has successfully met WBENC's standards as a Women's Business Enterprise (WBE).
This certification affirms the business is woman-owned, operated and controlled and is valid through the date herein.

Certification Granted: September 30, 2015

Expiration Date: September 30, 2022

WBENC National Certification Number: 2005127438

WBENC National WBE Certification was processed and validated by Women's Business Enterprise Council Ohio River Valley, a WBENC Regional Partner Organization.

Authorized by Sheila Mixon, Executive Director
Women's Business Enterprise Council Ohio River Valley



JOIN FORCES. SUCCEED TOGETHER.

NAICS: 541612, 561311, 611430
UNSPSC: 43231505, 80101511, 80111500

