

SOLE SOURCE DETERMINATION

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The Purchasing Division has been requested to approve a sole source purchase for the commodity or service described below. Pursuant to West Virginia Code 5A-3-10c, the Purchasing Division is attempting to determine whether the commodity or service is a sole source procurement. If you believe your company meets the required experience and qualification criteria stated below, please e-mail the Purchasing Division Buyer, Roberta Wagner at Roberta.Wagner@wv.gov with a copy to Karen.Q.Byrd@wv.gov to express your interest in the project. Please forward any and all information that will support your company's compliance with required qualification and eligibility criteria along with any other pertinent information relative to this project to the Purchasing Division no later than 2/9/2009.

Requisition Number: CSE90072

Department/Agency: DHHR/Bureau for Child Support Enforcement

Detailed Description of Project: The BCSE desires to automate a current manual process of collecting, allocating and distributing child support payments. Goal is to include a digitized document scanning functionality which would eliminate an inefficient and antiquated process. Digitized logic would reduce storage and operational costs while improving the service delivery time and quality of customer service. By automating such process, it will also aide the Bureau in reducing it's costs and liability due to losses due to non sufficient funds (NSF) of clients remitting such payments. The project deliverable will include specialized scanning equipment and software to accomplish. Such modification will use a modular application using multiple Opex AS 3690i devices that are compatible with the Kofax Ascent or similar document scanning software. This will aid in creating a derogatory file for repeat offenders, thus, limiting the loss to the Bureau in collection, retrieval and ultimate distribution to the families relying on such financial support. By federal law (CFR 302.2), the Bureau has to distribute incoming receipts within 24 hours; by doing so, it puts a great risk and responsibility on the State without first having the capability to verify funds are available and going through the check clearing process which may take up to 10 days.

The project is not an expansion of work currently being processed via manual processes, but a means to automate such work that was described and offered as an option at the beginning of the current service contract (CSE50633).

Proposed Sole Source Vendor: JPMorgan Chase Bank

Specific Eligibility Criteria: JPMorgan Chase, the current contracted provider of service, has the data, equipment, technology and capability to begin implementation within two weeks of award. Any deviation or third party provider would require other sources/third parties to determine if their solution would be acceptable to JPMorgan Chase and the BCSE. Due to one-time federal monies being made available, there is a limited time to accomplish this goal of completion within 180 days. Any other solution would have to be determined by and with JPMorgan and BCSE to determine it's feasibility to work with the current process structure. This process could take several weeks if not months if it was a viable option in allowing another party access to the data.

Specific Qualification Criteria:

Any other interested parties desiring to provide such types of services would need to qualify their services through JPMorgan Chase and be used as a third party to gain access to the data and/or be given any portion of the work being done. The BCSE would also require approval of such a change in responsibility.

JPMorgan Chase currently provides the same type of automated services to the State of Kansas. The JPMorgan Chase office in Charleston, WV, serves as the disaster recovery backup site for Kansas therefore making them uniquely ready to deploy the implementation team quickly. The 180 days being planned to fully implement such system enhancement best allows the State of WV agency personnel to transition from the current manual process to the digital, document imaging process.