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## Header 1

 List View

## General Information

Contact

Default Values

Discount

Document Information

Procurement Folder: 616302

Procurement Type: Central Master Agreement

Vendor ID: VS0000018406

Legal Name: Therapia Staffing, LLC.

Alias/DBA:

Total Bid: \$131,040.00

Response Date: 10/01/2019

Response Time: 12:51

SO Doc Code: CRFQ

SO Dept: 0618

SO Doc ID: BVH200000006

Published Date: 9/16/19

Close Date: 10/1/19

Close Time: 13:30

Status: Closed

Solicitation Description: Temporary Registered Nurse

Total of Header Attachments: 1

Total of All Attachments: 1



Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	Temporary Registered Nurse	2080.00000	HOUR	\$63.000000	\$131,040.00

Comm Code	Manufacturer	Specification	Model #
85101601			

<b>Extended Description :</b>	Provide an RN for full time work See attached for specifications
-------------------------------	---

**Comments:** Day/evening shift rate.  
Night shift rate +\$2/hour



## **Proposal to Provide Nursing Services to The West Virginia Veterans Home**

**Due Date: October 1, 2019**

**Submitted by:**

Therapia Staffing, LLC.

7451 Wiles Road Suite#107

Coral Springs, FL 33067

Proposer: Jennifer Penna, RFP Coordinator

Direct #: 954-866-0477 Fax: 954-906-8224

Email: [jenna@therapiastaffing.com](mailto:jenna@therapiastaffing.com)

Therapia Staffing, LLC.  
7451 Wiles Road, Suite#107  
Coral Springs, FL 33067  
Telephone: (954) 866-0477  
Fax: (954) 906- 8224  
Coral Springs, FL 33067



**Date: October 1, 2019**

**RE: CRFQ BVH200000002 Temporary Registered Nurse**

Therapia Staffing LLC is a boutique national healthcare staffing company founded in 2015. We have a passion for finding you the employees that will bring you to the next level of performance. It's important to us that our clients view working with Therapia Staffing as an investment toward achieving a higher level of excellence.

Therapia Staffing, LLC provides Therapists, Nurses and professional staff for schools, hospitals, home health, skilled nursing facilities and rehabs. We understand the importance of healthcare providers getting the services needed for their patients with budget constraints. We pride ourselves on being "out of the box" thinkers and a team that strives to collaborate to find solutions for roadblocks to facility improvement.

We will work tirelessly with you to identify, recruit and manage your staffing needs. Each candidate submitted by Therapia has been thoroughly screened based on your specifications. Therapia employs a low volume/high quality approach to recruiting resulting in a simpler and time saving experience for its clients.

**Therapia Staffing, LLC. understands, agrees, and certifies compliance to provide the items and/or services, at the prices quoted, in accordance with all terms and conditions, requirements and specifications of the original Request for Proposal (RFP) and as modified by any addenda thereto.**

If you have any questions about our proposal or the way we conduct business, please do not hesitate to give me a call. We appreciate the opportunity and want to thank you for considering us.

**Sincerely,**

Jennifer Penna

RFP Coordinator

Therapia Staffing, LLC.

jenna@therapiastaffing.com

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## Qualifications

### Company Overview

Therapia Staffing LLC. is a healthcare staffing firm specializing in conducting confidential searches nationwide. Therapia provides staff to a wide array of settings within the Medical and Health related fields. Therapia Staffing, LLC. is a limited liability company with our tax classification as a Partnership and domestic registration in the State of Georgia. Our headquarters are in the State of Florida, located at 7451 Wiles Road, Suite 107, Coral Springs, FL 33067. Our Federal Tax Id # is 47-4622635 and our Duns# is 080117684. Therapia Staffing, LLC. is owned by Tim Alderman and Jennifer Goldstein, both veterans of the healthcare staffing industry.

### Mission Statement

We start where others finish to make a difference, empower others and foster independence. Therapia Staffing incorporates a high level of work ethic by uniting our nationwide clients through creative solutions while setting them up for success.

### Recognition

**2019 Best Staffing Firms to Work For** by Staffing Industry Analysts

**2019 Great Place to Work Certified** by Great Place to Work

### Our Values



Owner Profiles



**Tim Alderman, CEO:** Tim understands the matrix of sales, prospecting, and management. He has spent thousands of hours working with sales teams, recruiting teams, managers, and owners. With over 28 years' experience in international sales, marketing, business development & training with firms throughout the U.S., Canada & Far East, Tim comes to the table with hands-on skills, knowledge, and know-how. As one of the Founding Partners of a top recruitment firm, HARRIS KOVACS ALDERMAN, Tim has dealt with major national consortiums. Tim was also President of HKA's CompuSearch division, a consulting and contract services company for IT Professionals. He has been a key speaker for the Healthcare Staffing Summit, American Staffing Association, National Association of Legal Search Consultants plus he has been invited back many times over the years to the SIA Executive Forum to speak on many topics relating to sales and management. He has written articles for Competitive Edge and Catalyzt magazines and has been interviewed by the Atlanta Business Chronicle and USA Today.



**Jennifer Goldstein, President:** "My career in the healthcare/educational staffing industry, working from an entry level position in 1997 to now Co-Founding Therapia Staffing has been on the back of passion and persistence. Having the opportunity to function in positions where I had to want more than what was initially presented I have learned the importance of leading a team where collective voices with sometimes different messages work together for a common goal. I know that being in positions where I had to wear both "player" and "coach" hats has allowed me the insight to lead a successful team from genuine experience on the front line, verses advise given from a false understanding of the job". - Jennifer Goldstein

Your Support Staff

In addition to our two founding partners, the staff of Therapia Staffing LLC includes 18 Recruitment and Account Management veterans in the industry who worked within therapy staffing for an average of 10+ years. Therapia Staffing, LLC. values building strong professional relationships with our partners and their staff. We are dedicated to understanding your organization's needs and operational goals because we recognize that your success is critical to our own.

We are accessible via phone, email and text 24 hours a day, 7 days a week to ensure a seamless experience.

Business Structure



## Our Field Professionals

Our field staff are highly qualified locals and travelers who have gone through our rigorous screening and credentialing process. Each potential candidate for the client is identified from our database by cross referencing your individualized needs. Through initial contact, submission, interviewing, credentialing, relocation, and on-assignment support, Therapia maintains a close relationship with our professionals. For our newer employees, we offer step-by-step assistance in navigating area-specific licensure and housing in order to avoid delays.

Our professionals will utilize evidence-based practices through when administering services, as they are well-versed and properly trained in these areas. Our program orientation will review the DOH performance standards to ensure therapists provide services that are aligned with the goals of the state. Therapists will collaborate with members of provider team to determine what strategies and delivery methods will be most effective for the patient.

### **Retention**

*"I have been an employee with Therapia Staffing for 2 years and it has been amazing! The staff is very supportive and continuous communication with employees. My recruiter is great, she efficiently answers all of my questions and concerns. I highly recommend working for Therapia, they are a great company." -Patricia, 1/8/2019*

We invest in our therapists because they are our greatest asset in making a difference in the lives of the individuals we serve. We are able to maintain therapist satisfaction and retention by providing professional challenges, a supportive environment, and exceptional compensation packages. Employee benefits include free Health, Dental and Vision insurance, Short term disability and Life insurance.

## Credentialing

Therapia Staffing agrees to comply with all JCAHO Quality Management standards as required by each Client. Your chosen representative will coordinate receipt of all documentation from Therapia Staffing prior to commencement of any assignment.

### Information included **upon submission:**

- ✓ Current professional license status
- ✓ Resume
- ✓ 2 professional references
- ✓ Skills check list
- ✓ Written explanation processes and philosophy
- ✓ Certifications in their field
- ✓ CPR Card

### Commonly requested credentials **upon hire:**

- ✓ 7-year criminal background check
- ✓ 10-panel drug testing
- ✓ State Medical License verification
- ✓ 2 Completed professional references
- ✓ Annual physical
- ✓ Annual PPD
- ✓ Hep B consent/declination
- ✓ Annual OSHA/HIPAA Compliance

## CEUs and Professional Development

Therapia Staffing strongly encourages our professionals to seek a variety of professional development and learning opportunities. We believe that continued learning is necessary to be an adaptable, efficient employee. In addition to your requirements for contractor's education, Therapia offers field-specific resources for unlimited paid CEU courses, access to a network of Therapia medical professionals who are able to provide additional support for understanding state/facility policies and procedures assignment and tracking and reminders for maintaining all necessary certifications while on assignment.

## Capabilities

Therapia is a full-service staffing firm providing recruitment, credentialing, benefits, payroll, and contract staff management. Therapia staffs nationwide and currently has a large presence in Arizona, Washington, Texas, New Mexico, California and along the east coast. We offer temporary, temp-to-perm, and permanent staff in hospitals, home health agencies, skilled nursing facilities, and rehab centers.

We provide staff in the fields of Occupational therapy, Physical therapy, Sign language interpreting, Audiology, Nursing, Speech Language Pathology, TVI, O&M, Counseling, Psychology, Diagnostics, Behavior Analysis and teaching.

## Onsite Support

Should Therapia Staffing, LLC be selected as an approved vendor for the West Virginia Veterans Home, a meeting would be organized to formally introduce your Therapia Liaisons and review how we can best assist in achieving your goals for the coming year.

*"We get a better understanding of our client's challenges so we can become a stronger partner."* -Jennifer Goldstein, President/Founder

Therapia believes that face to face meetings make a stronger connection and allow us a more nuanced perception of the provider's circumstances. Our local presence and experience improves our ability to provide support and supervision for our nurses. Our President and Director of Recruitment travel regularly to our clients in order to learn and grow with you.

All facility staff and Therapia staff have 24/7 access to Therapia's Licensing and Credentialing team, Accounting team and Client Support staff via email and our office line: (866)678-9449

## Staff Management

Providing quality, dedicated professionals on-demand to our clients is what drives us. Therapia knows that a static system doesn't make the grade in the ever-changing environment of staffing. When circumstances change, we can help.

Management services include:

- ✓ Continuing education
- ✓ Replacement staff
- ✓ Leave coverage
- ✓ Caseload limits, ratio, and workload considerations
- ✓ Ensuring compliance with IDEA throughout the ESE entrance and exit process
- ✓ Evaluating effectiveness of the Program model through data collection, employee training, and performance assessments
- ✓ Maternity and medical leaves, retirements and unexpected resignations, and relocation of therapy staff
- ✓ Ensure performance issues are handled in a systematic manner via action plans. Staff will be terminated, and a replacement found, if progress is not achieved within the timeframe designated by the Individual's Action Plan
- ✓ Reporting and analysis of therapy attendance and staff absence data
- ✓ Ensure a therapist is available for compensatory services if needed
- ✓ Requests for staff to perform services will be responded to within 24 hours; we will recruit staff throughout the duration of the contract anticipating planned and unexpected needs

### **Coaching and Conflict Resolution**

Therapia is heavily involved in maintaining the quality service of their employees throughout every assignment. We are happy to assist with communication, additional training and any HR matters that arise in the course of our contractor's time with your facility. It is our goal to address minor issues and miscommunications immediately in order to protect the facility and patients from a disruption in services. While Therapia is dedicated to finding candidates that are qualified and a good fit from the beginning, we understand that emergency coverage and replacements are a vital part of staffing. At the moment we identify a need for coverage, it becomes our company-wide priority to backfill the position. Therapia has a current database of over 99,900 candidates of various disciplines and levels of experience. Our recruiters selectively search our database, exclusive job boards, responses to social media campaigns, referrals, attendees of nationwide conferences, state lists and contacts with top universities to locate professionals that meet your needs. We understand the urgency of providing services to your patients and we employ that same level of urgency in our efforts.

### **Ambassador Program**

Therapia is happy to announce the availability of Ambassadors for our high-density employment regions. Based on the needs of our Clients and Staff in a given area, we are able to assign one of our contractors to coordinate various dealings between Therapia and the West Virginia Veterans Home

Based on your specific needs, our Ambassador will be able to provide any combination of these services:

- ✓ Attend meetings as a contractor representative
- ✓ Assist in Therapia employee orientations
- ✓ Housing/area assistance
- ✓ Conflict resolution
- ✓ Facilitate communication of needs and challenges

### Methodology

Therapia has a current database of over 99,000 candidates of various disciplines and levels of experience. Our recruiters selectively search our database, exclusive job boards with daily updates, responses to social media campaigns, referrals, attendees of nationwide conferences, state lists and contacts with top universities to locate professionals that make the grade. Before submitting a candidate for consideration, they have provided their qualifications and spoken to 3 or more of our representatives, often including the president, to ensure the maximum possible quality control.

### TeleTherapy Alternatives

In response to our clients' requests for more flexible solutions to their unique needs, Therapia has partnered with *Theraplatform* and *Zoom* to offer the latest in remote treatment options.

Teletherapy allows our therapists to treat students, manage their caseload, and conform with all legal requirements from their current location. We take care of setting them up in the online platform for 2-way video conferencing. This HIPAA-compliant system allows the therapist to both see and treat students by utilizing built-in apps, interactive whiteboard, uploaded documents and testing materials. There will be an assigned educational assistant or SLPA on site that accompany the student during services. The therapist has access to online documentation and billing systems and attends IEP meetings either by phone or video conference. We are intimately familiar with implementing these systems for our clients and training staff.

## Scope of Services

### **Registered Nurse**

- ✓ Provide treatment regimens and deliver medications as prescribed.
- ✓ Assess chronic, acute and emergency health care needs of patients or residents, and document in the patient medical record.
- ✓ Have knowledge of communicable disease principles and understanding of CDC and OSHA guidelines. Cooperate with the facilities' nursing staff.
- ✓ Prepare and dispense medications, including IV.
- ✓ Provide direct care to patients and residents following provider orders ensuring documentation of the same.
- ✓ Provide physical or mental rehabilitation through restorative nursing functions and various therapies.
- ✓ Provide physical care to individuals including, but not limited to, feeding, bathing, oral hygiene, and dressing, respecting the patient and/or resident's right to privacy.
- ✓ Provide assistance with activities of daily living including, but not limited to, range of motion, change of position and help with prosthetic devices (stoma, braces, catheters).

### **Licensed Practical Nurse**

- ✓ Prepare and dispense medications.
- ✓ Provide direct care to patients following provider orders.
- ✓ Documentation of direct care and medication.
- ✓ Provide physical or mental rehabilitation through restorative nursing functions and various therapies.
- ✓ Observe, record and report the condition of the patient including signs and symptoms which may be indicative of change in the patient or resident's condition, to the nurse or immediate supervisor.
- ✓ Basic bedside care and the taking of vital signs such as temperature, blood pressure, pulse and respiration.
- ✓ Monitor the patient and report adverse reactions to medications and or treatments.
- ✓ Provide physical care to individuals including feeding, bathing, oral hygiene, and dressing, respecting the patient and/or resident's right to privacy.
- ✓ Assist in providing the patient or resident with routine health services, first aid and minor medication administration in emergency situations.
- ✓ Provide assistance with activities of daily living including, but not limited to, range of motion, change of position and help with prosthetic devices.

## Experience

### Similar Projects

We take pride in providing the highest quality services to our clients through careful planning and timely delivery of staff and services. Combining diligence, experience, innovation, and creativity of our hard-working and extremely capable team, we can deliver measurable results. We are committed to improving the quality of care available to all patients. We share the determination of our clients in ensuring that every patient receives the best possible care.

Therapia has coordinated staffing projects for clients with as many as 30 concurrent vacancies. In 2017, Los Lunas School District partnered with Therapia to accomplish their Special Education Department staffing needs. Given that the district had suffered inadequate staffing levels for their 8500 students in previous years, Therapia saw potential for creative options. Twelve immediate staffing needs were filled for the school year between travel staff, local talent and Teletherapists. Implementation of a Teletherapy program was handled in person with multiple visits from Therapia's CEO and Director of Recruitment. In the 17/18 school year, Therapia was able to retain over 80% of employees on assignment and bring in 20 additional therapists. In the 18/19 school year, Therapia became the sole provider of contract staff professionals for Los Lunas.

We are able to scale our efforts to your specific program and on your timeline. Therapia specializes in recruiting health professionals for difficult to staff areas, as well as last minute vacancies due to unexpected leaves and staffing changes. Our employees are required to provide a 90-day resignation notice to allow time for transitions. We understand that continuity of care is critical and are committed to reducing the impact of turnover in staff. Whether due retirements, maternity leaves, relocations, professional transitions, terminations or resignations, inevitably all healthcare facilities will experience vacancies.

The scope of services anticipated for the West Virginia Veterans Home include and are not limited to:

- ✓ Provide Licensed RNs in good standing with the West Virginia Board of Nursing
- ✓ Administer medications
- ✓ Utilize PointClick Care for patient records
- ✓ Providing services in compliance with Federal and State law and regulations
- ✓ Maintaining documentation in compliance with State and Federal law requirements
- ✓ Comply with fingerprinting and certification requirements.
- ✓ Ongoing training and support.
- ✓ Benefits administration.
- ✓ Professional development.

### **Compliance Statement**

Therapia Staffing understands, agrees and certifies compliance to provide the items and/or services, at the prices quoted, in accordance with all terms and conditions, requirements, and specifications of the original Request for Proposal and as modified by any addenda thereto. Therapia Staffing adheres to all federal, state, and local policies, practices and regulatory requirements. We strive to understand the client's needs, have strong work management capabilities, and remain committed to bringing new and more efficient processes.

## Testimonials

*"We have been extremely pleased with both the quality of the staff we've received and with the personal interactions we've had with Therapia. Our relationship is built on mutual trust and respect. We couldn't ask for a better company to contract with."*

-Jessica, Coordinator of Special Programs, Troup County

*"Therapia Staffing has helped us immensely in identifying qualified special service providers for direct hire. Therapia is fast in responding to our requests and always professional! We value our partnership."*

-Pamela Aragon, Harrison

*"Excellent quality of services, very timely communication, great overall satisfaction based on performance."* -Colleen Mousawi, Orting School District

*"I appreciate Therapia treating our district with compassion and enthusiasm."*

-Donna Jones, Director, Hobbs

*"Solid therapy, well suited and individualized. Responsive and timely. Very professional and goes the extra mile." – Tonya Waller, Meriweather County*

*"Excellent quality staff and customer service"*

-Lauren Tauscher, Phoenix

*"Michael has been very honest and transparent while supplying us with good candidates and getting the contracts in place."*

-Lauren Thompson, Highline

## References

### Progressive Health

Address: 150 N. Rosenberger Av, Evansville, TN

Contact Person: Talisa Sandwell

Contact Phone Number: 812-491-3856

Email Address: tsandwell@phrehab.com

### Los Lunas School District

Address: 119 Luna Avenue, Los Lunas, NM

Contact Person: Susan Chavez

Contact Phone Number: 505- 866-8288

Email Address: sdchavez@llschools.net

### Select Specialty Hospital

Address: 1520 Broad Av, Gulfport, MS

Contact Person: Michael Davis, RN, BSN, CCRN

Contact Phone Number: 228-575-7502

Email Address: ldavisjr@selectmedical.com

### Lovington Municipal Schools

Address: 18 W Washington, Lovington NM

Contact Person: Roger Hein

Contact Phone Number: 575-704-9107

Email Address: rogerhein@lovingtonschools.net

### Hobbs Municipal School District

Address: 1515 E Sanger St, Hobbs, NM

Contact Person: Donna Jones

Contact Phone Number: 575-433-0100

Email Address: jonesd@hobbsschools.net

**Additional Resources**

Timekeeping

Therapia Staffing shall submit timesheets to Client on a weekly basis for services performed by Therapia Staffing Candidates during the prior week. Timesheets shall be supplied by Client and shall be itemized as follows:

- i. Name of Therapia Staffing Candidate
- ii. Dates of service
- iii. Unit/Building worked
- iv. Shifts worked
- v. Total number of hours billed for each shift
- vi. Hourly bill rate as set forth in Client specific attachment(s).

Timesheets will need to get signed weekly by the candidate's supervisor. The signed timesheet will then need to be email to Jody@therapiastaffing.com no later than Monday at 12pm EST. All questions regarding the timesheet process should be directed to Jody Bates, A/P Manager.



**Sample Weekly Time Sheet**

Employee Name:

Employee Signature :

STANDARD HOURS (15 min = 0.25 hr.)							
Day	Date	Facility/School Name	Start Time	Finish Time	Breaks	TOTAL	(Office Use Only)
MON							
TUES							
WED							
THUR							
FRI							
SAT							
SUN							
TOTAL STANDARD HOURS							

Click here to enter text.

Client Signature

Click here to enter text.

Client Name (printed)

Click here to enter text.

Date

Instructions: This time sheet **MUST** be emailed to [jennifer@therapiastaffing.com](mailto:jennifer@therapiastaffing.com) by Monday following this working week.

Invoicing

Provider shall use said timesheet to invoice Client for services performed by Therapia Staffing Candidate. Invoices can be sent weekly by Therapia Staffing and payment shall be due from Client within thirty (30) days from invoice date.

Client agrees to pay Therapia Staffing at the hourly rate or the set fees established on, the pricing form for temporary staffing. Provider shall pay Invoice shall be itemized in the same format as the timesheets described above in the billing and payment section.

\*Therapia Staffing invoices can be sent via email or by mail.

Information included on our Invoices

- ✓ Date (Of service)
- ✓ Amount
- ✓ PO# (need to match contract)
- ✓ Address (Match System)
- ✓ Reference Number

If you have any questions regarding our invoice procedures, please contact our AP Manager:

Jody Bates, AP Manager

Phone Number: 954-510-3697

Email Address: jody@therapiastaffing.com



**Therapia**  
 - 7451 Wiles Road Suite#107  
 Coral Springs, FL 33076  
 (866) 678-6449x700  
 jennifer@therapiastaffing.com  
 therapiastaffing.com

**INVOICE #** [REDACTED]

**DATE** 01/21/2018 **TERMS** Net 30

**DUE DATE** 02/20/2018

**BILL TO**

[REDACTED]

**P.O. NUMBER**

**SALES REP**

DATE	ACTIVITY	QTY	RATE	AMOUNT
01/15/2018	Candidate Name Diagnostician-School	6	68.50	411.00
01/17/2018	Candidate Name Diagnostician-School	6	68.50	411.00
01/18/2018	Candidate Name Diagnostician-School	7	68.50	479.50

**NOTICE OF ASSIGNMENT**  
 This invoice has been assigned to and must be payable to:  
 Interstate Capital Corporation  
 P.O. Box 915183  
 Dallas, TX 75391-5183  
 Any claims or offset must be reported immediately to (800) 422-5995. Payment to any other party does not constitute payment.

**TOTAL DUE** **\$1,301.50**

Frequently Asked Questions

How do you find your candidates?	Therapia invests in multiple online resources in order to connect with interested professionals.
How do you qualify travelling candidates based on our local requirements?	Therapia has an elaborate qualifying process to ensure submitted candidates are both qualified professionally and a good fit for your team. We become familiar with your specific requirements in order to thoroughly credential our staff.
How do you deal with conflicts that may arise during an assignment?	Our Account Managers and Recruiters check in weekly and communicate intensively to avoid conflicts. In the event that a conflict or misunderstanding arises, we employ tried-and-true methods of remediation to ensure an efficient and peaceable work environment for all parties.
What makes your company different from other staffing agencies?	Our people make the difference! Therapia Staffing believes in investing in the happiness and success of our employees. Our model has attracted top talent with years of experience in the industry. Satisfaction is reflected in our work.
Do you provide Teletherapy services?	Yes, we are pleased to offer Theraplatform and Zoom for our clients with full implementation assistance.
Are your rates all-inclusive?	Our rate sheet will be specific to your needs and the way you do business.
How do we notify you of a job opening?	Your Account Manager will contact you regularly to be updated on your staffing needs. Please reach out via email or phone with any additional openings.
How do we reach you outside of business hours?	In the event you require emergency assistance, please contact your Account Manager on their business phone. The call will be automatically forwarded to their personal line.
How many clients are your working with?	We are currently contracted to staff for over 100 hospitals, SNFs and schools across the country.



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

State of West Virginia  
 Request for Quotation  
 34 — Service - Prof

Proc Folder: 616302

Doc Description: Temporary Registered Nurse

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2019-09-16	2019-10-01 13:30:00	CRFQ 0618 BVH2000000006	1

**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:

Therapia Staffing, LLC  
 7451 Wiles Rd. Suite 107 Coral Springs, FL 33067  
 tel: 954 866 0477

**FOR INFORMATION CONTACT THE BUYER**

Stephanie L Gale  
 (304) 558-8801  
 stephanie.l.gale@wv.gov

Signature X

FEIN # 47-4622635

DATE 9/30/2019

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

**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.

 \_\_\_\_\_  
Jennifer Penna Contracts Manager  
(Name, Title)  
Jennifer Penna Contracts Manager  
(Printed Name and Title)  
7451 Wiles Rd. Suite 107 Coral Springs, FL 33067  
(Address)  
Tel 954 866-0477 Fax 954 906 8224  
(Phone Number) / (Fax Number)  
rfp@therapiastaffing.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.

Therapia Staffing, LLC  
\_\_\_\_\_  
(Company)

 \_\_\_\_\_  
Jennifer Penna, Contracts Manager  
(Authorized Signature) (Representative Name, Title)

Jennifer Penna Contracts Manager  
\_\_\_\_\_  
(Printed Name and Title of Authorized Representative)

September 30, 2019  
\_\_\_\_\_  
(Date)

Tel 954 866-0477 Fax 954 906 8224  
\_\_\_\_\_  
(Phone Number) (Fax Number)

## PRICING PAGE

BVH410 TEMPORARY NURSE STAFFING SERVICES				
Item #	Description	Estimated Annual Usage Hours	Rate Per Hour	Extended Price
<b>REGISTERED NURSE SHIFTS</b>				
1	6:45am - 3 pm Weekdays Monday - Friday	100	\$ 63	\$ 6,300
2	2:45pm - 11 pm Weekdays Monday - Friday	500	\$ 63	\$ 31,500
3	10:45pm - 7am Weekdays Monday - Friday	500	\$ 65	\$ 32,500
4	Holiday Shifts starting the night before at 11pm*Day	72	\$ 94.50	\$ 6,804
5	" " " Night		\$ 97.50	\$
<b>REGISTERED NURSE SHIFTS</b>				

LPN - \$53.00/hr.

	\$		\$
	\$		\$
	\$		\$
	\$		\$

<b>Failure to use this form may result in disqualification</b>	<b>Total</b>	\$
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Bidder / Vendor Information:

Name: Therapia Staffing, LLC

Address: 7451 Wiles Rd. Suite 107 Coral Springs, FL 33067

Phone#: 954 866-0477

Email Address: rfp@therapiastaffing.com

Contract Coordinator Information:

Name: Jennifer Penna Contracts Manager

Address: 7451 Wiles Rd. Suite 107 Coral Springs, FL 33067

Phone#: 954 866-0477

Email Address: rfp@therapiastaffing.com

**This form is for bidding evaluation purposes only. Usage hours are only an estimation.**

**\*Holiday Shifts include only: Christmas, Thanksgiving and New Year's only - the shift starts at 11:00pm the night before and ends the next day at 11:00pm**

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: Therapia Staffing, LLC

Authorized Signature:  Date: September 30, 2019

State of Florida

County of Broward, to-wit:

Taken, subscribed, and sworn to before me this 30 day of September, 2022

My Commission expires May, 29, 2022.

AFFIX SEAL HERE

NOTARY PUBLIC \_\_\_\_\_

