



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.

Header 1

List View

General Information | Contact | Default Values | Discount | Document Information | Clarification Request

Procurement Folder: 1023941

SO Doc Code: CRFQ

Procurement Type: Central Master Agreement

SO Dept: 0704

Vendor ID: VS0000022262

SO Doc ID: INS2200000003

Legal Name: V Group Inc.

Published Date: 5/3/22

Alias/DBA: .

Close Date: 5/11/22

Total Bid: \$899,891.20

Close Time: 13:30

Response Date: 05/11/2022

Status: Closed

Response Time: 5:51

Solicitation Description: Technical Staffing Service- Senior Applications Developer

Responded By User ID: Vgroupinc

Total of Header Attachments: 1

First Name: Vijay

Total of All Attachments: 1

Last Name: Palandurkar

Email: bids@vgroupinc.com

Phone: 6093715400



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

**State of West Virginia
 Solicitation Response**

Proc Folder: 1023941
Solicitation Description: Technical Staffing Service- Senior Applications Developer
Proc Type: Central Master Agreement

Solicitation Closes	Solicitation Response	Version
2022-05-11 13:30	SR 0704 ESR05112200000007034	1

VENDOR
 VS0000022262
 V Group Inc.

Solicitation Number: CRFQ 0704 INS2200000003
Total Bid: 899891.1999999999534338712692 **Response Date:** 2022-05-11 **Response Time:** 05:51:02
Comments:

FOR INFORMATION CONTACT THE BUYER
 Joseph E Hager III
 (304) 558-2306
 joseph.e.hageriii@wv.gov

Vendor Signature X **FEIN#** **DATE**

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	Temporary information technology software developers	2080.0000	HOUR	108.160000	224972.80

Comm Code	Manufacturer	Specification	Model #
80111608			

Commodity Line Comments:

Extended Description:

Senior Application Developer
Year 1

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
2	Temporary information technology software developers	2080.0000	HOUR	108.160000	224972.80

Comm Code	Manufacturer	Specification	Model #
80111608			

Commodity Line Comments:

Extended Description:

Senior Application Developer
Year 2

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
3	Temporary information technology software developers	2080.0000	HOUR	108.160000	224972.80

Comm Code	Manufacturer	Specification	Model #
80111608			

Commodity Line Comments:

Extended Description:

Senior Application Developer
Year 3

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
4	Temporary information technology software developers	2080.0000	HOUR	108.160000	224972.80

Comm Code	Manufacturer	Specification	Model #
80111608			

Commodity Line Comments:

Extended Description:

Senior Application Developer
Year 4

CENTRALIZED REQUEST FOR QUOTE (CRFQ)

SOLICITATION # CRFQ 0704 INS2200000003

TECHNICAL STAFFING SERVICE- SENIOR APPLICATIONS DEVELOPER

Submitted To:



Submitted By:



V Group Inc.

V Group Inc.

379 Princeton Hightstown Road, Bldg. 3 Suite 2A,
Cranbury, NJ 08512

www.vgroupinc.com

Tel - 609-371-5400; Fax - 877-874-8942

Email - bids@vgroupinc.com

DUE DATE & TIME: MAY 11, 2022, 01:30 PM EDT



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Transmittal Letter

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

Hello Joseph,

V Group Inc. would like to provide The West Virginia Purchasing Division with the response to **Centralized Request for Quote No: CRFQ 0704 INS2200000003 || Technical Staffing Service-Senior Applications Developer**, which is due on **May 11, 2022, by 1:30 PM.**

V Group Inc. is an IT Services company with its main focus being the Public & Private Sector market. Our primary verticals are Federal / State / County / Municipal Agencies, E-Commerce. At V Group, we pride ourselves in successfully implementing complex software projects by providing the highest quality personnel and services to our customers.

We are a certified Minority Business Enterprise (MBE) certified enterprise from National Minority Supplier Development Council (NMSDC). V Group holds MWBE certifications from various States. For more information, please visit our website. www.vgroupinc.com

V Group has current and past contracts with the following States: NY, NJ, OH, MD, PA, TX, VA, SC, OR, FL, DE, NC, MI, GA, CA, etc. Recently we have been awarded the General Services Administration under MAS Schedule, SIN#51451S.

The following are the offeror details and contact details of the executive who has the authority to contract with the organization.

Proposer's Name : V Group Inc.

Address	: 379 Princeton Hightstown Road, Bldg. 3 Suite 2A, Cranbury, NJ 08512
Email Address	: bids@vgroupinc.com
FEIN	: 52-2175892
Telephone	: 609-371-5400
FAX	: 877-874-8942
Website	: www.vgroupinc.com

Should you require more information, please contact Vineeta Wadhvani at 609-371-5400 ext. 319 E-mail: bidmanager@vgroupinc.com or Sandeep Soman at 609-371-5400 Ext 312 at sandeeps@vgroupinc.com .

Sincerely,

Vineeta Wadhvani
Bid Manager
V Group Inc.



Executive Summary

Formed in 1999, V Group Inc. has been providing IT Programmatic Support services including IT staff augmentation, Project-based IT Services, IDIQ IT Support Contracts, etc.; We have been managing large IDIQ contracts in IT Consulting Service & Support functions related to Project Management, Hyperion Implementation, Cognos BI, Business Application, Business Intelligence, COTS application, Identity Access Management Support, SharePoint (on prem, online, hybrid) support, Server support, Network Architecture, exchange/O365 solutions, PeopleSoft Upgrade, PeopleSoft Enhancement, PeopleSoft Maintenance, SAP, Oracle Database, etc.

V Group Inc. has been supporting over 35 different state and local public sector agencies in the US and has been providing Hourly-Based IT staffing services since 1999, which is over twenty-one (21) years. We have been providing services to various departments including Judiciary, Education, Transportation, Health & Human Services, Insurance, Legal, etc.

Recently, we have been awarded the ***General Services Administration under MAS Schedule, SIN#51451S***

The key to the successful implementation of IT initiatives at V Group Inc. is having highly competent IT professionals available at the right time and for the required duration. With several years of successful execution of contracts similar in nature, V Group has proven expertise to locate and assign the IT professionals with the specific IT skills desired by the client.

V Group understands that West Virginia Purchasing Division is soliciting bids on behalf of West Virginia Offices of the Insurance Commissioner (OIC) to establish a contract for a Senior Application Developer. This will be an open-end service contract that will provide the services of a Senior Application Developer on an hourly rate basis.

Our consultant will provide technical expertise to provide technical expertise to meet the temporary contracted staffing needs of the OIC Information Technologies Unit. These services will be used to develop modifications and enhancements to the systems currently used by the OIC.

V Group Inc. can provide value-added services to the Client that is identified throughout our engagements. V Group has a solid reputation in helping businesses be more successful in their use of IT technology both strategically and tactically. We help improve business performance in terms of reliability, security, speed, scalability, and enhanced business functionality. V Group welcomes the opportunity to leverage this experience to assist the Client to achieve its goals.

V Group's Proven Capabilities:

- *ITIL, PMP, Agile Practitioners & Technology Certified Staff*
- *Investment in next-gen technology training & systems*
- *Patented Products & Tech Innovations Partnerships*
- *Flexibility to ramp-up workforce quickly*
- *Process & Quality Driven Organization*
- *18 years in Public Sector & Over a decade with Healthcare, Transportation, Education, Human Services, Legal clients*
- *Contracts with over 35 State & Local Agencies*
- *Large IDIQ Project Transition experience*
- *Attrition rates with the State Agencies less than 5%*
- *Right to Hire*
- *Highly effective recruiting team with the technical skills and tools required to deliver the right candidates, with the right skills, for the right timeframes.*



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- *Fast turnaround time*
- *Account Managers and trained/AIRS Certified Recruiters with comprehensive industry knowledge*
- *In-house database*
- *Excellent Placement ratio*
- *Proven Recruitment process*
- *Experienced Specialists*
- *Controlling costs by using the information in the knowledge database to standardize and develop repeatable processes to ensure accuracy.*

Below mentioned is the list of contracts where we have worked on Hourly Based IT Services. This demonstrates our domain experience with not only the services to government agencies but also to the various departments.

State	Client Name	Service
California	Santa Clara Valley Transportation Authority	Technology Information Services: Data/Cyber Security, Desktop/Helpdesk Support, Engineering and Construction Technology Support, Server, SharePoint, Technology/Communication Services
California	The City of Sunnyvale	Business Analyst, Desktop Engineer, Network Engineer, Application Analyst (Series), Project Manager, Systems Engineer
DC	Metropolitan Washington Council of Governments	IT Governance Process Development, Capital Planning and Investment Control Support, IT Architecture Support, IT Portfolio Analysis, Market Research
DC	Multiple Award Schedule, GSA	54151S, Application Architect, IT Business Analyst, Computer Operator, Database Administrator Database Architect, Desktop Support Specialist, ERP Specialist, Functional Architect, Geographic Information System (GIS) Consultant, IT Security Administrator, Network Administrator, Network Architect, Network Engineer, IT Program Manager, Programmer Analyst, IT Project Manager, Quality Assurance Specialist, IT Subject Matter Expert, System/ Server Administrator, IT Technical Writer
Florida	Department of Management Services	Applications Development, Data Strategy and Management, Quality Assurance, Technology Research, Client Technologies, Customer Support, Network Management, Internet Planning, Eng. & Operations, Telecommunications, Electronic Commerce, Business Intelligence Systems Management, ERP, Business Management / Administration, Training, Security Management, Business Continuance Management, Product Development, Systems Programming & Admin., Business Analysis and Planning, Release Management, Program Management, Customer Service Hotline, Technical Product Support



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Maryland	MHBE	Enterprise Service Provider, Web Based Systems, Software Engineering, Help Desk Services, Application Service Provider, IT QA Consulting Service, Management Consulting Services, Documentation/Technical Writing
Maryland	MDOT- CATS+	Enterprise Service Provider, Web & Internet Systems, Electronic Document Management, Software Engineering, Systems Management & Maintenance, Information System Security, Application Service Provider, IT Auditing, Testing & QA Service, IT Management Consulting Services, Documentation/ Technical Writing
Maryland	Judiciary - AOC	DevOps Engineer Resource
Minnesota	County of Hennepin	IT Professional services through the Hennepin County IT Umbrella Program.
Minnesota	Minnesota Judicial Branch	PM, BA, Technical Analysis, BI (Microsoft SQL, SharePoint Application Development, SharePoint Administration and User Support, Web Application Development, .Net Development/C# Development, SSRS Support and Development, QA, Application Architecture and Design Application Configuration and Support, Windows Server Administration, Database Administration (Microsoft SQL), End User Support, Storage Area Network Support and Implementation, Network/Server/Hypervisor Architecture and Design, OBIE Support, Server Build, Virtualization & Administration – Windows/Linux, Network Design & Administration – LAN/WAN/WiFi/Firewalls, Citrix Administration & Support, Exchange Administration & Support – OnPrem & Cloud Based, Workstation Design & Build – Windows/Mac OS, Remote Support – Workstations & Mobile Devices, Mobile Device Management Administration & Support – Microsoft Endpoint Manager/Citrix Storage Platform – Administration & Support, Office 365 Administration & Support, Directory Services Administration & Support – Active Directory/Azure, Telephony Support & Administration – VoIP/Conferencing, Service Desk Support – ServiceNow/Incident Management/Call Center/Knowledge Management, DR Design & Administration, Cyber Security Analysis, Cyber Security Engineering, Cyber Security Architecture, Software QA as a Service, API Testing, Knowledge Content Development, ServiceNow Support, IT Strategic Planning, Road Mapping, Organizational Assessment and Resource Planning, Application Development and Support for Procurement, Contract, and License Management, IT Change Management, Mobile Application Development and Support, SMS/Text Development and Support, PowerBI Development, UI/UX Web Application Design Automated Software Testing Development, Web Application Load Testing, UI Accessibility Testing,



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Michigan	Oakland County	Application Administrator and Support Specialist, Audio/Visual Specialist, BA, CA Service Desk Application Architect, Clarity Delivery Consultant, Clarity Project Manager, Clarity Solution Consultant (Technical), Cloud Services Specialist, Data / BI Architect and Developer, Database Administrator GIS Business Analyst, GIS Data Technician, GIS Software Architect and Software Developer, IT Security Specialist, Management Consultant, Mainframe Developer, PM, QA Analyst, Senior Security Architect, Server/Storage Administrator, Service Desk Analyst, Software Architect, Software Developer, Software Instructor, Solution Architect, Technical Writer, Web Developer, Web Platform Administrator, Web Portal Administrator, Web Site Specialist
New York	OGS	Hourly Based Information Technology Services (HBITS)
New York	OGS	Project Based information Technology Services (PBITS)
New York	OSC	Drupal - Development, support, maintenance, QA
New York	County of Westchester	Design, implementation and programming services for / using .NET Developer for Health and Human Services Team and related County projects
New York City	FISA-OPA	Operating Systems, Data Administration, Network Administration, Systems Capacity, Systems Performance Disaster Recovery, Computer Operations, Systems Management, Systems Security, Network Database, Change Management, Project Management, Storage Management, Systems Architecture, Software Product Administration, Problem Management
New York City	MTA - Cyber security	Cyber Security Retainer Services
New York City	MTA - IT Consulting Services	CMDB administration, PeopleSoft Development and Integration, PeopleSoft ELM, HCM, Support and Maintenance, BI Publisher.
New Jersey	NJIB	UI / UX Design, Website Design and Development
North Carolina	DOIT Statewide IT Procurement Office	Project Management, Quality Assurance, Automation Testing
Pennsylvania	The City of Pittsburgh	Training, Training Development and Training Facilitation Services, Performance Improvement Consulting and Facilitation, Project Management Services, Geospatial Technologies/Geospatial Information Systems (GT/GIS) Services, Electronic Document Management Systems (EDMS), Network Services, IT Managed Network Services, IT Cloud Architecture Support, IT Lan/Wan Cable Locating, Survey and Marking, IT Disaster Recovery Services
South Carolina	Beaufort County School District	IT Laborer, AV/IWB Installer, Desktop Technician, Systems Administrator, Systems Engineer, Network Administrator, Network Engineer, Database Administrator, IT Security Engineer, Technical Writer, Business Analyst, Training Specialist, Telecommunications Administrator /Engineer, Web Developer



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South Carolina	The School District of Greenville County	Temporary IT Professional Services
Washington	Washington Health Benefit Exchange - IT Professional Services	Business Systems Analyst, Database Administrator, Functional Project Manager, IT Project Manager, System/Infrastructure Architect, Security Analyst
Washington	Washington Health Benefit Exchange	Executive Search and Recruiting Services
Wisconsin	The City of Milwaukee, Department of Administration	IT Project Manager –Program Manager, Project Leader, Systems Analyst, Programmer/Analyst, Programmer, Web Designer, Documentation Specialist, Project Leader –Oracle PeopleSoft Development, Senior Oracle PeopleSoft Analyst/Developer –Financial Suite, Senior Oracle PeopleSoft Analyst /Developer –HRMS/Payroll Suite, Oracle PeopleSoft Trainer –Financial Suite, Oracle PeopleSoft Trainer –HRMS/Payroll Suite, Senior GIS Technician, Junior GIS Technician, Senior GIS Analyst, Junior GIS Analyst, GIS Developer, Database Administrator, Lead Systems Analyst – Networks, Network Specialist, Technical Systems Analyst, SCCM Specialist

Experience Supporting Similar SOW:

The following case studies describe our experience in providing similar SOW to various clients as required by Offices of the Insurance Commissioner (OIC).

Client Name:	New York State Insurance Fund (NYSIF)
Client Background:	The New York State Insurance Fund (NYSIF) is a governmental insurance carrier that provides worker's compensation and disability benefits for employers in New York State. NYSIF is financially self-supporting and competes with private insurance carriers. It is required by law to provide the lowest possible premiums to maintain its solvency. As of 2015, NYSIF was the largest worker's compensation insurance carrier in New York, with 46% of the market, and that year it earned \$2.48 billion in premiums, placing it in the top ten in the United States.
Project Scope:	<p>Project Name: Enhancement and Integration Management for 3rd party DBL system of NYSIF</p> <p>Project Description: The New York State Insurance Fund (NYSIF) needed a vendor having expertise across technologies like Microsoft C# .Net, Microsoft Team Foundation Server, Oracle development, PL/SQL, JavaScript and JQuery, Web Services to satisfy our complete set of requirements. The project scope included development, integration, system maintenance and enhancement efforts related to the implementation and support for the 3rd Party DBL System (Fineos) that has been recently purchased.</p>
Solution Provided:	<p>During the project, V Group was responsible to plan, create, modify, test and implement code in support of the following:</p> <p>V Group provided expertise to create Oracle stored procedures, packages and triggers that are necessary to maintain the current DBL system during the transition period to the Fineos system. Our team assisted in the integration between NYSIF's internal systems and the Fineos Claims system. V Group's vast experience made it easier for the configuration and</p>



	<p>customization of the Fineos system to implement business rules for both Disability Insurance claims and Paid Family Leave claims. We not only assisted with the implementation of the Fineos Self Service Portal (which will allow claimants to submit Disability and Paid Family Leave claims on NYSIF's public internet web site) but also created reports for Disability and Paid Family Leave.</p> <p>One of the key deliverables was, V Group adhered to NYSIF's application development standards, including, but not limited to, project management methodology, SDLC (software development life cycle), Enterprise Architecture standards and the IT governance process.</p>
Industry:	New York State Insurance Fund (NYSIF)
Technology:	Microsoft C# .Net, Microsoft Team Foundation Server, Oracle development, PL/SQL, JavaScript and JQuery, Web Services

Client Name:	New York State Insurance Fund (NYSIF)
Client Background:	<p>The New York State Insurance Fund (NYSIF) is a governmental insurance carrier that provides worker's compensation and disability benefits for employers in New York State. NYSIF is financially self-supporting and competes with private insurance carriers. It is required by law to provide the lowest possible premiums to maintain its solvency. As of 2015, NYSIF was the largest worker's compensation insurance carrier in New York, with 46% of the market, and that year it earned \$2.48 billion in premiums, placing it in the top ten in the United States.</p>
Project Scope:	<p>Project Name: Web Portal Enhancement</p> <p>Project Description: The New York State Insurance Fund (NYSIF) was looking for a vendor that can address their entire enhancement requirements. The Web Portal acted as a gateway to the world wide web and provides many services. It collected information from different sources into a single user interface and presented users with the most relevant information for their context. To displays selected content, provide a custom experience for users department had different applications on the portals. NYSIF needed enhancements for these applications of its portal.</p>
Solution Provided:	<p>As a prime vendor, V Group provided programmatic support in application enhancements by modifying table-based layouts to render via HTML5/CSS3. V Group also updated existing templates to leverage modern rendering technology. Our experts were responsible for updating forms to use HTML5 compliant controls while continuing to adhere to Section 508 accessibility standards and upgrading existing applications to use ASP.NET MVC. Due to our vast experience in similar implementations, we were able to provide successful Interfacing with WCF (Windows Communication Foundation) and Oracle to manage transactions on NYSIF's public web site</p>
Industry:	New York State Insurance Fund (NYSIF)
Technology:	.NET, HTML5/CSS3

Client Name:	Georgia Department of Education
Client Background:	<p>The Georgia Department of Education (GA DOE) is an American agency that governs public education in the state of Georgia. The department manages</p>



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	<p>funding and testing for local educational agencies accountable for student achievement. The Department is managed by the State Superintendent of Schools, a publicly elected position. The department is headquartered in the 2054 Twin Towers East building at 205 Jesse Hill Jr. Drive SE at Martin Luther King Jr. Drive-in Downtown Atlanta.</p>
Project Scope:	<p>Project Name: Decision Support Applications Project</p> <p>Project Description: Department was looking for a vendor having experience in developing applications in .NET environment, a vendor that should be capable of providing Agile development practices and Scrum methodology for project implementation. The project was majorly focused on the implementation of web applications along with the enhancement of existing development on the project.</p>
Solution Provided:	<p>V Group as a prime vendor was responsible for analyzing, designing, developing, deploying, and supporting web applications to meet business and technical requirements. We enhanced the department's existing development that blended of several technologies like C#, ASP.Net, .Net core, MVC, Angular 2/4/5, JQuery/JQuery UI, Web API, Web services, LINQ, Entity Framework, HTML5/CSS, OOD & Design Patterns, Unit Testing Frameworks, SQL Server, and Oracle. V Group's technical expertise and years of experience in the industry played a key role to successfully understand and deliver the project. Our team also provided support in activities like writing complex SQL queries, developing Stored Procedures, and Functions in SQL Server/ Oracle environment. As a final validation during the project, we performed code reviews and conducted thorough unit testing as well.</p>
Industry:	Georgia Department of Education
Technology:	C#, ASP.Net, .Net core, MVC, Angular 2/4/5, JQuery/JQuery UI, Web API, Web services, LINQ and Entity Framework, HTML5/CSS, OOD & Design Patterns, Unit Testing Frameworks, SQL Server, and Oracle.

Client Name:	State of New York - Office of Children & Family Services
Client Background:	<p>The New York State Office of Children and Family Services is an agency of the New York state government within the Department of Family Assistance. The office has its headquarters in the Capital View Office Park in Rensselaer. The Office of Children and Family Services serves New York's public by promoting the safety, permanency and well-being of children, families and communities and achieve results by setting and enforcing policies, building partnerships, and funding and providing quality services.</p>
Project Scope:	<p>Project Name: .NET Consultancy Support</p> <p>Project Description: The State of New York - Office of Children & Family Services required .NET Consultancy Support expertise for developing N-Tier .net web applications and writing and developing Web Services or Windows Communication Foundation for the Child Care Facility System (CCFS), in line with the client's requirements and business goals. The Child Care Facility System (CCFS) will continue to meet the needs of the Division of Child Care Services (DCCS) with the addition of the Provider Online Process (POP). DCCS has decided to pursue the development of the CCFS Provider Online Process (POP). POP will be a secure web-based process to be used by applicants for authorization to operate OCFS programs. This</p>



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	<p>process will allow users to complete the application process online and directly populate the system(s) of record namely CCFS.</p>
<p>Solution Provided:</p>	<p>The objective of the project included .NET Consultancy support for enhancing the website applications with new features and functionalities aligned with the business goals.</p> <p>To enhance the system aligned with the business requirements, the above Project was divided into several phases with a streamlined approach. At the start, we worked in coordination with a team of developers to write the new Provider Online Process system in VB.Net 4.0. 2. Also, worked with Business Analysts on analysis and logical design for enhancement purposes.</p> <p>Further, we performed unit testing and fixed all identified bugs. Also, performed complex VB.Net coding and assisted in Day Care data requests. We also worked under the guidance of a Technical Lead, Project Manager & Software Architect for a smooth flow. Wrote complex stored procedures/triggers in an Oracle database utilizing PL/SQL unifying the processes.</p> <p>V Group Served as a liaison between Agency and solution's contract to help the client to ensure complete, accurate and effective development of N-Tier .net web applications, in alignment with the business goals.</p>
<p>Industry</p>	<p>Human Services</p>
<p>Technology</p>	<p>N-Tier .NET web applications .Net 2.0 Windows Communication Foundation (WCF) PL/SQL Model View Controller (MVC) JQuery</p>



V Group Inc.

Designated Contact

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.

(Name, Title) Vineeta Wadhvani, Bid Manager

(Printed Name and Title) Vineeta Wadhvani, Bid Manager

(Address) 379 Princeton-Hightstown Rd Building 3, Suite 2A Cranbury, NJ 08512

(Phone Number) / (Fax Number) 609-371-5400 X 319

(email address) bids@vgroupinc.com

CERTIFICATION AND SIGNATURE: By signing below, or submitting documentation through wvOASIS, I certify that: I have reviewed this Solicitation/Contract 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/Contract 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; and that pursuant to W. Va. Code 5A-3-63, the entity entering into this contract is prohibited from engaging in a boycott against Israel.

V Group Inc.

(Company)

Vineeta

(Authorized Signature) (Representative Name, Title)

Vineeta Wadhvani, Bid Manager

(Printed Name and Title of Authorized Representative) (Date)

609-371-5400 X 319

(Phone Number) (Fax Number)

bids@vgroupinc.com

(Email Address)



Addendum Acknowledgement Form

ADDENDUM ACKNOWLEDGEMENT FORM **SOLICITATION NO.: CRFQ INS22*03**

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

V Group Inc.

Company

Vinceta

Authorized Signature

05/10/2022

Date

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

Revised 6/8/2012



Proposed Resource

MADHU BRAHMANDLA PALLY

CERTIFICATION:

- Azure Developer Associate
-

PROFESSIONAL SUMMARY:

- Having 15+ Years of Experience in IT Software development and working as a Full-stack Developer/Cloud Engineer.
- Key responsibilities include solving business problems, collaborating with the team to ensure the coding standards are met during the development cycle and adherence to architectural practices or processes
- Directly assists in the development of a solutions architecture program including departmental roadmaps and project portfolios for IT systems architecture.
- Work closely with other groups like the product, business analyst, quality assurance, and project management resources throughout the delivery of solutions
- Experience in designing, building and deploying enterprise solutions with exposure to multiple software packages/vendors, programming languages, and technology platforms.
- Having 1+ years' experience on Azure-ADB2C/Azure AD authentication
- Having 1+ years' experience on AWS
- Having 1+ years of experience in React and NodeJs
- Having experience of 10+ years in Web/SPA development experience - .NET/Angular
- Having experience of 2+ years in Microservices architecture – REST services
- Playing as a product owner for more than 3-applications
- Extensive Experienced in Azure cloud, Angular10, Power BI, MVC5, DotnetCore API, WCF, C#.Net and SQL Server
- Having experience of 2 years in Hybrid Mobile Apps development- Xamarin
- Having knowledge of mobile Apps development
- Having experience in Scrum, Safe methodology, GitHub, VSTS, TFS, and having experience in Ecommerce, Transport, Loyalty, Healthcare, and Payroll Domains.

TECHNICAL SKILLS:

.NET Technologies	C#, .Net Core, ASP.Net Core, ASP.Net, ADO.NET, MVC 4.0/5, Web Services, Web API, Restful API, WCF
Scripting	Angular 2 to 10, React, NodeJs, Typescript, JavaScript, JQuery, Redux, JQuery, JavaScript, RxJS
Cloud	Azure, Service Bus, Micro services, Docker, AAD, Application insights, ECS Fargate, EKS Fargate, Cake Build, Kubernetes, EC2, API Gateway, GCP, GKE and APIGEE
Frameworks	Angular, MVC, Entity Frame Work
Web Servers	IIS, Kestrel
Source Controls	GitHub, VSTS, TFS
Tools	SSRS, Power BI, SSIS, Swagger, Postman, JIRA, Service Bus Explorer
SDLC Methods	Scrum Model SafeAgile Process



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PROFESSIONAL EXPERIENCE:

PetSmart, Phoneix, Arizona

12/2021 – Present

Dev Lead

Project: This is an eCommerce application that deals with pet products, and services for their stores.

PetSmart customers use this application to buy products in stores for pet food, pet supplies, pet accessories, and small pets. Stores also provide services including grooming, dog daycare, dog and cat boarding, veterinary care via in-store third-party clinics, and dog training.

Contribution:

- Worked in AGILE and SCRUM environment regularly attending the Status Meetings and updating daily status in assigned tasks.
- Generated domain events for different domain level communication and integration events for different application-level communication.
- Designed and developed the application with Repository Pattern.
- Created .Net Services and injected them into Angular components and used HTTP Client to make calls to the server-side controller endpoints.
- Used Moq and NUnit frameworks in .Net Core for unit testing.
- Deployed the Net Web APIs in Azure and GCP with auto CICC pipeline configuration.
- Implemented Error Logging and Event logging and maintained history for all the changes across all applications.
- Performed Code Reviews (manual) to implement performance and coding conventions guidelines.
- Solving the sprint user stories impediments, Dealing with client
- Taking the new work from business, Suggesting various technical solutions to the client

ADP-NAS, Atlanta, Georgia

01/2021 – 11/2021

Tech Lead

Project: This project is deals with the HR Payroll System to help an enterprise recruit employees and payroll more efficiently. The Other features may be included individual applicant tracking and automated resume ranking. Web-based Applicant tracking that keeps everyone updated on the progress. Automates the recruitment process. Gives value to the time and handles the entire recruiting process and payroll process. Manage your candidates, clients, and contacts in a single central database. Improves the hiring efficiency of the business. Simple and best Tracking System to make the best decisions.

Contribution:

- Worked in AGILE and SCRUM environment regularly attending the Status Meetings and updating daily status in assigned tasks.
- Designed architecture by separating each application into Module, application, domain and infrastructure layers.
- Generated domain events for different domain level communication and integration events for different application-level communication.
- Designed and developed the application with Repository Pattern.
- Developed client-side application using Angular 9 and 10.
- Developed client-side application using React for CED.
- Created .Net Services and injected them into Angular components and used Http Client to make calls to the server-side controller end points.
- Created angular custom directives, pipes, services and templates.
- Created and consumed services in .Net Core 3, Web API to perform CRUD operations using HTTP methods (GET, POST, PUT, DELETE and PATCH).
- Used Moq and NUnit frameworks in .Net Core for unit testing.
- Deployed the application in AWS with auto configuration and deployed the .Net API's.



V Group Inc.

- Implemented Error Logging and Event logging and maintained history for all the changes across all applications.
- Performed Code Reviews (manual) to implement performance and coding conventions guidelines.
- Solving the sprint user stories impediments, Dealing with client
- Involved AWS deployment for the Pay Cycle Processing Module
- Taking the new work from business, Suggesting various technical solutions to client

FIS, Atlanta, Georgia

04/2020 – 12/2021

Team Lead

Project: *Cloud Ordering Portal is a Standalone Intranet application for FIS, FIS customers. IS customers use this application to build Project estimates, specify server configuration, view design, line items and total cost and submit requests for approval.*

Contribution:

- Create cost and time estimates along with project plans to enable prioritization and execution of work.
- Assisted the design and implementation of ongoing support arrangements for delivered systems.
- Finalizing the sprint items, Preparing the estimations
- Executing the sprint.
- Created the application-level template to interact with APIs, using Angular 6.
- Developed angular controllers, services and UI, Created MVC Areas
- Created Typescript reusable components and services to consume APIs using Component-based architecture provided by Angular.
- Used GIT for source code version control.
- Code review and make sure to follow best practices.
- Clearly document solutions and recommendations to business problems.
- Assist with developing improvements to team processes and procedures.

Red Ventures, Atlanta, Georgia

07/20018 – 03/2020

Sr Software Engineer

Project: *Red M Project is doing business with Customers by selling the products like Media, Internet, Power, Gas and Tele Communications. Actually, there are agents who work for Red Ventures. The agent will interact with customers and there will be a web application, usually like a call centre application. This application will have sequence steps like workflow. This workflow has steps from initiation till Completion. In this process there will be a Service Availability check based on the Customer address and adding the products to the cart, adding on features and Customizations for the selected product. Select the time slots once products finalize. Finally, the order will be placed and transferred to the payments. Order will be confirmed by making payment success. All these process steps depend upon each API call.*

Contribution:

- Provided recommendations that seek to improve business systems and processes
- Drawn sequence diagram, component diagram and activity diagram
- Data Models for the services.
- Attending the daily scrum call and working on the tasks assigned to me.
- Migrating the functionality from Java to .net technology.
- Developed .Net Web APIs for the providers.
- Mock service implemented with provider microservices in .Net Core.
- Created and Implemented unit test cases for the Cox provider API service flow.
- Provide post-implementation support.



V Group Inc.

Professional Plumbing Group, Atlanta, Georgia
06/2018

01/2017 -

Sr Software Engineer

Project: PPG designs, manufactures, markets and distributes high-quality plumbing products and expert solutions. The PPG umbrella has three national brands Speakman, Wolverine Brass and Plumb Master and a history stretching back 150 years in the plumbing industry.

- They have Microsoft Dynamics to maintain their product sales.
- We are migrating everything from Microsoft Dynamics to SAP-Hybris.

Contribution:

- Migrating the SQL Server 2000 data to SQL Server 2008 R2.
- Writing the SQL procedures and migrating data to the SAP-Hybris system.
- Developed .Net Web APIs to provide data to the SAP-Hybris system.
- Created SSIS package for the migration
- Created SSRS customized reports
- Working with the team on developing a screen based on the new SQL queries written.

AllConnect, Atlanta, Georgia

12/2008 -04/2017

Sr Software Engineer

Project: Allconnect offers customers a convenient single source to compare and connect integrated media, broadband, home protection, energy and green products.

- Allconnect acquired whitefence.com and the code was developed using the technologies like Hybris, Java and .NET 4.0 and web-APIs. Whitefence were selling Telco and energy provider products. They are like AT&T, Verizon, Frontier, NRG, Cirro, GME, TXU, Century Link, Time Warner Cable etc.

Contribution:

- Maintaining the existing providers and updating the code according to the provider API changes.
- Fixing the bugs if any are found.
- Unit testing the code and committing code to the Dev environment and creating builds for the QA team.
- Coordinating with the onsite team to gather information on provider updates.
- Documenting the functionality of the web pages I worked on.
- Fixing the tickets assigned in Assemble and updating.
- Adding and updating the daily work status to the Assemble.

EDUCATION:

- Master of Computer Application (M.C.A) From Osmania University, Hyderabad - 2003.
- Bachelor of Science (B. Sc.) From Kakatiya University, Warangal - 2000.



V Group Inc.

Designated Contract Manager

Technical Staffing Service- Senior Applications Developer
Due Date: May 11, 2022, 01:30 PM EDT
V Group Inc. Response

REQUEST FOR QUOTATION Database Administrator

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: Ankin Shah
Telephone Number: 609-371-5400 X 115
Fax Number: 877-874-8942
Email Address: bids@vgroupinc.com



HIPAA Business Associate Addendum

WV STATE GOVERNMENT

HIPAA BUSINESS ASSOCIATE ADDENDUM

This Health Insurance Portability and Accountability Act of 1996 (hereafter, HIPAA) Business Associate Addendum ("Addendum") is made a part of the Agreement ("Agreement") by and between the State of West Virginia ("Agency"), and Business Associate ("Associate"), and is effective as of the date of execution of the Addendum.

The Associate performs certain services on behalf of or for the Agency pursuant to the underlying Agreement that requires the exchange of information including protected health information protected by the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"), as amended by the American Recovery and Reinvestment Act of 2009 (Pub. L. No. 111-5) (the "HITECH Act"), any associated regulations and the federal regulations published at 45 CFR parts 160 and 164 (sometimes collectively referred to as "HIPAA"). The Agency is a "Covered Entity" as that term is defined in HIPAA, and the parties to the underlying Agreement are entering into this Addendum to establish the responsibilities of both parties regarding HIPAA-covered information and to bring the underlying Agreement into compliance with HIPAA.

Whereas it is desirable, in order to further the continued efficient operations of Agency to disclose to its Associate certain information which may contain confidential individually identifiable health information (hereafter, Protected Health Information or PHI); and

Whereas, it is the desire of both parties that the confidentiality of the PHI disclosed hereunder be maintained and treated in accordance with all applicable laws relating to confidentiality, including the Privacy and Security Rules, the HITECH Act and its associated regulations, and the parties do agree to at all times treat the PHI and interpret this Addendum consistent with that desire.

NOW THEREFORE: the parties agree that in consideration of the mutual promises herein, in the Agreement, and of the exchange of PHI hereunder that:

1. **Definitions.** Terms used, but not otherwise defined, in this Addendum shall have the same meaning as those terms in the Privacy, Security, Breach Notification, and Enforcement Rules at 45 CFR Part 160 and Part 164.
 - a. **Agency Procurement Officer** shall mean the appropriate Agency individual listed at: <http://www.state.wv.us/admin/purchase/vrc/agencyli.html>.
 - b. **Agent** shall mean those person(s) who are agent(s) of the Business Associate, in accordance with the Federal common law of agency, as referenced in 45 CFR § 160.402(c).
 - c. **Breach** shall mean the acquisition, access, use or disclosure of protected health information which compromises the security or privacy of such information, except as excluded in the definition of Breach in 45 CFR § 164.402.
 - d. **Business Associate** shall have the meaning given to such term in 45 CFR § 160.103.
 - e. **HITECH Act** shall mean the Health Information Technology for Economic and Clinical Health Act. Public Law No. 111-05. 111th Congress (2009).



- f. **Privacy Rule** means the Standards for Privacy of Individually Identifiable Health Information found at 45 CFR Parts 160 and 164.
- g. **Protected Health Information or PHI** shall have the meaning given to such term in 45 CFR § 160.103, limited to the information created or received by Associate from or on behalf of Agency.
- h. **Security Incident** means any known successful or unsuccessful attempt by an authorized or unauthorized individual to inappropriately use, disclose, modify, access, or destroy any information or interference with system operations in an information system.
- i. **Security Rule** means the Security Standards for the Protection of Electronic Protected Health Information found at 45 CFR Parts 160 and 164.
- j. **Subcontractor** means a person to whom a business associate delegates a function, activity, or service, other than in the capacity of a member of the workforce of such business associate.

2. Permitted Uses and Disclosures.

- a. **PHI Described.** This means PHI created, received, maintained or transmitted on behalf of the Agency by the Associate. This PHI is governed by this Addendum and is limited to the minimum necessary, to complete the tasks or to provide the services associated with the terms of the original Agreement, and is described in Appendix A.
- b. **Purposes.** Except as otherwise limited in this Addendum, Associate may use or disclose the PHI on behalf of, or to provide services to, Agency for the purposes necessary to complete the tasks, or provide the services, associated with, and required by the terms of the original Agreement, or as required by law, if such use or disclosure of the PHI would not violate the Privacy or Security Rules or applicable state law if done by Agency or Associate, or violate the minimum necessary and related Privacy and Security policies and procedures of the Agency. The Associate is directly liable under HIPAA for impermissible uses and disclosures of the PHI it handles on behalf of Agency.
- c. **Further Uses and Disclosures.** Except as otherwise limited in this Addendum, the Associate may disclose PHI to third parties for the purpose of its own proper management and administration, or as required by law, provided that (i) the disclosure is required by law, or (ii) the Associate has obtained from the third party reasonable assurances that the PHI will be held confidentially and used or further disclosed only as required by law or for the purpose for which it was disclosed to the third party by the Associate; and, (iii) an agreement to notify the Associate and Agency of any instances of which it (the third party) is aware in which the confidentiality of the information has been breached. To the extent practical, the information should be in a limited data set or the minimum necessary information pursuant to 45 CFR § 164.502, or take other measures as necessary to satisfy the Agency's obligations under 45 CFR § 164.502.



3. Obligations of Associate.

- a. **Stated Purposes Only.** The PHI may not be used by the Associate for any purpose other than as stated in this Addendum or as required or permitted by law.
- b. **Limited Disclosure.** The PHI is confidential and will not be disclosed by the Associate other than as stated in this Addendum or as required or permitted by law. Associate is prohibited from directly or indirectly receiving any remuneration in exchange for an individual's PHI unless Agency gives written approval and the individual provides a valid authorization. Associate will refrain from marketing activities that would violate HIPAA, including specifically Section 13406 of the HITECH Act. Associate will report to Agency any use or disclosure of the PHI, including any Security Incident not provided for by this Agreement of which it becomes aware.
- c. **Safeguards.** The Associate will use appropriate safeguards, and comply with Subpart C of 45 CFR Part 164 with respect to electronic protected health information, to prevent use or disclosure of the PHI, except as provided for in this Addendum. This shall include, but not be limited to:
 - i. Limitation of the groups of its workforce and agents, to whom the PHI is disclosed to those reasonably required to accomplish the purposes stated in this Addendum, and the use and disclosure of the minimum PHI necessary or a Limited Data Set;
 - ii. Appropriate notification and training of its workforce and agents in order to protect the PHI from unauthorized use and disclosure;
 - iii. Maintenance of a comprehensive, reasonable and appropriate written PHI privacy and security program that includes administrative, technical and physical safeguards appropriate to the size, nature, scope and complexity of the Associate's operations, in compliance with the Security Rule;
 - iv. In accordance with 45 CFR §§ 164.502(e)(1)(ii) and 164.308(b)(2), if applicable, ensure that any subcontractors that create, receive, maintain, or transmit protected health information on behalf of the business associate agree to the same restrictions, conditions, and requirements that apply to the business associate with respect to such information.
- d. **Compliance With Law.** The Associate will not use or disclose the PHI in a manner in violation of existing law and specifically not in violation of laws relating to confidentiality of PHI, including but not limited to, the Privacy and Security Rules.
- e. **Mitigation.** Associate agrees to mitigate, to the extent practicable, any harmful effect that is known to Associate of a use or disclosure of the PHI by Associate in violation of the requirements of this Addendum, and report its mitigation activity back to the Agency.



f. Support of Individual Rights.

- i. Access to PHI.** Associate shall make the PHI maintained by Associate or its agents or subcontractors in Designated Record Sets available to Agency for inspection and copying, and in electronic format, if requested, within ten (10) days of a request by Agency to enable Agency to fulfill its obligations under the Privacy Rule, including, but not limited to, 45 CFR § 164.524 and consistent with Section 13405 of the HITECH Act.
- ii. Amendment of PHI.** Within ten (10) days of receipt of a request from Agency for an amendment of the PHI or a record about an individual contained in a Designated Record Set, Associate or its agents or subcontractors shall make such PHI available to Agency for amendment and incorporate any such amendment to enable Agency to fulfill its obligations under the Privacy Rule, including, but not limited to, 45 CFR § 164.526.
- iii. Accounting Rights.** Within ten (10) days of notice of a request for an accounting of disclosures of the PHI, Associate and its agents or subcontractors shall make available to Agency the documentation required to provide an accounting of disclosures to enable Agency to fulfill its obligations under the Privacy Rule, including, but not limited to, 45 CFR § 164.528 and consistent with Section 13405 of the HITECH Act. Associate agrees to document disclosures of the PHI and information related to such disclosures as would be required for Agency to respond to a request by an individual for an accounting of disclosures of PHI in accordance with 45 CFR § 164.528. This should include a process that allows for an accounting to be collected and maintained by Associate and its agents or subcontractors for at least six (6) years from the date of disclosure, or longer if required by state law. At a minimum, such documentation shall include:

 - the date of disclosure;
 - the name of the entity or person who received the PHI, and if known, the address of the entity or person;
 - a brief description of the PHI disclosed; and
 - a brief statement of purposes of the disclosure that reasonably informs the individual of the basis for the disclosure, or a copy of the individual's authorization, or a copy of the written request for disclosure.
- iv. Request for Restriction.** Under the direction of the Agency, abide by any individual's request to restrict the disclosure of PHI, consistent with the requirements of Section 13405 of the HITECH Act and 45 CFR § 164.522, when the Agency determines to do so (except as required by law) and if the disclosure is to a health plan for payment or health care operations and it pertains to a health care item or service for which the health care provider was paid in full "out-of-pocket."
- v. Immediate Discontinuance of Use or Disclosure.** The Associate will immediately discontinue use or disclosure of Agency PHI pertaining to any individual when so requested by Agency. This includes, but is not limited to, cases in which an individual has withdrawn or modified an authorization to use or disclose PHI.



- g. Retention of PHI.** Notwithstanding section 4.a. of this Addendum, Associate and its subcontractors or agents shall retain all PHI pursuant to state and federal law and shall continue to maintain the PHI required under Section 3.f. of this Addendum for a period of six (6) years after termination of the Agreement, or longer if required under state law.
- h. Agent's, Subcontractor's Compliance.** The Associate shall notify the Agency of all subcontracts and agreements relating to the Agreement, where the subcontractor or agent receives PHI as described in section 2.a. of this Addendum. Such notification shall occur within 30 (thirty) calendar days of the execution of the subcontract and shall be delivered to the Agency Procurement Officer. The Associate will ensure that any of its subcontractors, to whom it provides any of the PHI it receives hereunder, or to whom it provides any PHI which the Associate creates or receives on behalf of the Agency, agree to the restrictions and conditions which apply to the Associate hereunder. The Agency may request copies of downstream subcontracts and agreements to determine whether all restrictions, terms and conditions have been flowed down. Failure to ensure that downstream contracts, subcontracts and agreements contain the required restrictions, terms and conditions may result in termination of the Agreement.
- j. Federal and Agency Access.** The Associate shall make its internal practices, books, and records relating to the use and disclosure of PHI, as well as the PHI, received from, or created or received by the Associate on behalf of the Agency available to the U.S. Secretary of Health and Human Services consistent with 45 CFR § 164.504. The Associate shall also make these records available to Agency, or Agency's contractor, for periodic audit of Associate's compliance with the Privacy and Security Rules. Upon Agency's request, the Associate shall provide proof of compliance with HIPAA and HITECH data privacy/protection guidelines, certification of a secure network and other assurance relative to compliance with the Privacy and Security Rules. This section shall also apply to Associate's subcontractors, if any.
- k. Security.** The Associate shall take all steps necessary to ensure the continuous security of all PHI and data systems containing PHI. In addition, compliance with 74 FR 19006 Guidance Specifying the Technologies and Methodologies That Render PHI Unusable, Unreadable, or Indecipherable to Unauthorized Individuals for Purposes of the Breach Notification Requirements under Section 13402 of Title XIII is required, to the extent practicable. If Associate chooses not to adopt such methodologies as defined in 74 FR 19006 to secure the PHI governed by this Addendum, it must submit such written rationale, including its Security Risk Analysis, to the Agency Procurement Officer for review prior to the execution of the Addendum. This review may take up to ten (10) days.
- l. Notification of Breach.** During the term of this Addendum, the Associate shall notify the Agency and, unless otherwise directed by the Agency in writing, the WV Office of Technology immediately by e-mail or web form upon the discovery of any Breach of unsecured PHI; or within 24 hours by e-mail or web form of any suspected Security Incident, intrusion or unauthorized use or disclosure of PHI in violation of this Agreement and this Addendum, or potential loss of confidential data affecting this Agreement. Notification shall be provided to the Agency Procurement Officer at www.state.wv.us/admin/purchase/vrc/agencyli.htm and,



unless otherwise directed by the Agency in writing, the Office of Technology at incident@wv.gov or <https://apps.wv.gov/ot/ir/Default.aspx>.

The Associate shall immediately investigate such Security Incident, Breach, or unauthorized use or disclosure of PHI or confidential data. Within 72 hours of the discovery, the Associate shall notify the Agency Procurement Officer, and, unless otherwise directed by the Agency in writing, the Office of Technology of: (a) Date of discovery; (b) What data elements were involved and the extent of the data involved in the Breach; (c) A description of the unauthorized persons known or reasonably believed to have improperly used or disclosed PHI or confidential data; (d) A description of where the PHI or confidential data is believed to have been improperly transmitted, sent, or utilized; (e) A description of the probable causes of the improper use or disclosure; and (f) Whether any federal or state laws requiring individual notifications of Breaches are triggered.

Agency will coordinate with Associate to determine additional specific actions that will be required of the Associate for mitigation of the Breach, which may include notification to the individual or other authorities.

All associated costs shall be borne by the Associate. This may include, but not be limited to costs associated with notifying affected individuals.

If the Associate enters into a subcontract relating to the Agreement where the subcontractor or agent receives PHI as described in section 2.a. of this Addendum, all such subcontracts or downstream agreements shall contain the same incident notification requirements as contained herein, with reporting directly to the Agency Procurement Officer. Failure to include such requirement in any subcontract or agreement may result in the Agency's termination of the Agreement.

- m. **Assistance in Litigation or Administrative Proceedings.** The Associate shall make itself and any subcontractors, workforce or agents assisting Associate in the performance of its obligations under this Agreement, available to the Agency at no cost to the Agency to testify as witnesses, or otherwise, in the event of litigation or administrative proceedings being commenced against the Agency, its officers or employees based upon claimed violations of HIPAA, the HIPAA regulations or other laws relating to security and privacy, which involves inaction or actions by the Associate, except where Associate or its subcontractor, workforce or agent is a named as an adverse party.

4. Addendum Administration.

- a. **Term.** This Addendum shall terminate on termination of the underlying Agreement or on the date the Agency terminates for cause as authorized in paragraph (c) of this Section, whichever is sooner.
- b. **Duties at Termination.** Upon any termination of the underlying Agreement, the Associate shall return or destroy, at the Agency's option, all PHI received from, or created or received by the Associate on behalf of the Agency that the Associate still maintains in any form and retain no copies of such PHI or, if such return or destruction is not feasible, the Associate shall extend the protections of this Addendum to the PHI and limit further uses and disclosures to the purposes that make the return or destruction of the PHI infeasible. This shall also apply to all agents and subcontractors of Associate. The duty of the Associate and its agents



and subcontractors to assist the Agency with any HIPAA required accounting of disclosures survives the termination of the underlying Agreement.

- c. **Termination for Cause.** Associate authorizes termination of this Agreement by Agency, if Agency determines Associate has violated a material term of the Agreement. Agency may, at its sole discretion, allow Associate a reasonable period of time to cure the material breach before termination.
- d. **Judicial or Administrative Proceedings.** The Agency may terminate this Agreement if the Associate is found guilty of a criminal violation of HIPAA. The Agency may terminate this Agreement if a finding or stipulation that the Associate has violated any standard or requirement of HIPAA/HITECH, or other security or privacy laws is made in any administrative or civil proceeding in which the Associate is a party or has been joined. Associate shall be subject to prosecution by the Department of Justice for violations of HIPAA/HITECH and shall be responsible for any and all costs associated with prosecution.
- e. **Survival.** The respective rights and obligations of Associate under this Addendum shall survive the termination of the underlying Agreement.

5. General Provisions/Ownership of PHI.

- a. **Retention of Ownership.** Ownership of the PHI resides with the Agency and is to be returned on demand or destroyed at the Agency's option, at any time, and subject to the restrictions found within section 4.b. above.
- b. **Secondary PHI.** Any data or PHI generated from the PHI disclosed hereunder which would permit identification of an individual must be held confidential and is also the property of Agency.
- c. **Electronic Transmission.** Except as permitted by law or this Addendum, the PHI or any data generated from the PHI which would permit identification of an individual must not be transmitted to another party by electronic or other means for additional uses or disclosures not authorized by this Addendum or to another contractor, or allied agency, or affiliate without prior written approval of Agency.
- d. **No Sales.** Reports or data containing the PHI may not be sold without Agency's or the affected individual's written consent.
- e. **No Third-Party Beneficiaries.** Nothing express or implied in this Addendum is intended to confer, nor shall anything herein confer, upon any person other than Agency, Associate and their respective successors or assigns, any rights, remedies, obligations or liabilities whatsoever.
- f. **Interpretation.** The provisions of this Addendum shall prevail over any provisions in the Agreement that may conflict or appear inconsistent with any provisions in this Addendum. The interpretation of this Addendum shall be made under the laws of the state of West Virginia.
- g. **Amendment.** The parties agree that to the extent necessary to comply with applicable law they will agree to further amend this Addendum.
- h. **Additional Terms and Conditions.** Additional discretionary terms may be included in the release order or change order process.



V Group Inc.

AGREED:

Name of Agency: V Group Inc.

Name of Associate: _____

Signature: *Vinceta*

Signature: _____

Title: Bid Manager

Title: _____

Date: 05/04/2022

Date: _____

Form - WVBA-012004
Amended 06.26.2013

APPROVED AS TO FORM THIS 26th
DAY OF Jun 20 13
Patrick Morrissey
Attorney General
BY *[Signature]*



V Group Inc.

Minority-Owned Business Certificate

THIS CERTIFIES THAT

V Group, Inc.



* Nationally certified by the: **NEW YORK & NEW JERSEY MINORITY SUPPLIER DEVELOPMENT COUNCIL**

*NAICS Code(s): 541511; 541512; 541519; 541611; 541612; 561311; 561320; 561330

* Description of their product/services as defined by the North American Industry Classification System (NAICS)

08/23/2021

Issued Date

NY04630

Certificate Number

Jose Turkinicz
NMSDC Board Chair

Terrence Clark

08/23/2022

Expiration Date

Terrence Clark, President & CEO

By using your password (NMSDC issued only), authorized users may log into NMSDC Central to view the entire profile: <http://nmsdc.org>

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