Welcome, Alisha S Pettit

Procurement | Budgeting | Accounts Receivable | Accounts Payable

**Solicitation Response(SR)** | Dept: 0323 | ID: ESR05062400000006762 | Ver.: 1 | Function: New | Phase: Final | ▼ | Modified by batch , 05/13/2024

**Header** 📎 6

List View

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

| | |
|---|---|
| Procurement Folder: 1403710 | SO Doc Code: CRFQ |
| Procurement Type: Central Master Agreement | SO Dept: 0323 |
| Vendor ID: VS0000043025 | SO Doc ID: WWV2400000009 |
| Legal Name: United Healthcare Software Inc | Published Date: 5/8/24 |
| Alias/DBA: UHC Software Inc | Close Date: 5/13/24 |
| Total Bid: $1,839,200.00 | Close Time: 13:30 |
| Response Date: 05/11/2024 | Status: Closed |
| Response Time: 15:26 | Solicitation Description: Addendum No 2: Services/Staffing Support for MACC System |
| Responded By User ID: uniheasofinc | |
| First Name: John | Total of Header Attachments: 6 |
| Last Name: Sun | Total of All Attachments: 6 |
| Email: john.sun.uhc@gmail.com | |
| Phone: 5712178513 | |

| **Proc Folder:** | 1403710 |
|---|---|
| **Solicitation Description:** | Addendum No 2: Services/Staffing Support for MACC System |
| **Proc Type:** | Central Master Agreement |

| Solicitation Closes | Solicitation Response | Version |
|---|---|---|
| 2024-05-13 13:30 | SR 0323 ESR05062400000006762 | 1 |

| **VENDOR** |
|---|
| VS0000043025<br>United Healthcare Software Inc |

| **Solicitation Number:** | CRFQ 0323 WWV2400000009 | | | | |
|---|---|---|---|---|---|
| **Total Bid:** | 1839200 | **Response Date:** | 2024-05-11 | **Response Time:** | 15:26:57 |
| **Comments:** | | | | | |

**FOR INFORMATION CONTACT THE BUYER**
Toby L Welch
(304) 558-8802
toby.l.welch@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 | 4.1 First Year Senior Programmer (System Architecture) | 2000.0000 | HOUR | 124.950000 | 249900.00 |

| Comm Code | Manufacturer | Specification | Model # |
|---|---|---|---|
| 81111507 | | | |

**Commodity Line Comments:** Delivery Days:
Business days between 7/1/2024 - 7/1/2025

**Extended Description:**

4.1 First Year Senior Programmer (Technical Lead System Architecture)
Enter an hourly rate based off an estimated 2000 hours

| Line | Comm Ln Desc | Qty | Unit Issue | Unit Price | Ln Total Or Contract Amount |
|---|---|---|---|---|---|
| 2 | 4.2 First Year Senior Programmer (Database Administrator) | 2000.0000 | HOUR | 104.950000 | 209900.00 |

| Comm Code | Manufacturer | Specification | Model # |
|---|---|---|---|
| 81111507 | | | |

**Commodity Line Comments:** Delivery Days:
Business days between 7/1/2024 - 7/1/2025

**Extended Description:**

4.2 First Year Senior Programmer (Database Administrator)
Enter an hourly rate based off an estimated 2000 hours

| Line | Comm Ln Desc | Qty | Unit Issue | Unit Price | Ln Total Or Contract Amount |
|---|---|---|---|---|---|
| 3 | 4.1 Second Year Senior Programmer (System Architecture) | 2000.0000 | HOUR | 124.950000 | 249900.00 |

| Comm Code | Manufacturer | Specification | Model # |
|---|---|---|---|
| 81111507 | | | |

**Commodity Line Comments:** Delivery Days:
Business days between 7/1/2024 - 7/1/2025

**Extended Description:**

4.1 Second Year Senior Programmer (Technical Lead System Architecture) Optional Renewal
Enter an hourly rate based off an estimated 2000 hours

| Line | Comm Ln Desc | Qty | Unit Issue | Unit Price | Ln Total Or Contract Amount |
|---|---|---|---|---|---|
| 4 | 4.2 Second Year Senior Programmer (Database Administrator) | 2000.0000 | HOUR | 104.950000 | 209900.00 |

| Comm Code | Manufacturer | Specification | Model # |
|---|---|---|---|
| 81111507 | | | |

**Commodity Line Comments:** Delivery Days:
Business days between 7/1/2024 - 7/1/2025

**Extended Description:**

4.2 Second Year Senior Programmer (Database Administrator) Optional Renewal
Enter an hourly rate based off an estimated 2000 hours

| Line | Comm Ln Desc | Qty | Unit Issue | Unit Price | Ln Total Or Contract Amount |
|---|---|---|---|---|---|
| 5 | 4.1 Third Year Senior Programmer (System Architecture) | 2000.0000 | HOUR | 124.950000 | 249900.00 |

| Comm Code | Manufacturer | Specification | Model # |
|---|---|---|---|
| 81111507 | | | |

**Commodity Line Comments:** Delivery Days:
Business days between 7/1/2024 - 7/1/2025

**Extended Description:**

4.1 Third Year Senior Programmer (Technical Lead System Architecture) Optional Renewal
Enter an hourly rate based off an estimated 2000 hours

| Line | Comm Ln Desc | Qty | Unit Issue | Unit Price | Ln Total Or Contract Amount |
|---|---|---|---|---|---|
| 6 | 4.2 Third Year Senior Programmer (Database Administrator) | 2000.0000 | HOUR | 104.950000 | 209900.00 |

| Comm Code | Manufacturer | Specification | Model # |
|---|---|---|---|
| 81111507 | | | |

**Commodity Line Comments:** Delivery Days:
Business days between 7/1/2024 - 7/1/2025

**Extended Description:**

4.2 Third Year Senior Programmer (Database Administrator) Optional renewal
Enter an hourly rate based off an estimated 2000 hours

| Line | Comm Ln Desc | Qty | Unit Issue | Unit Price | Ln Total Or Contract Amount |
|---|---|---|---|---|---|
| 7 | 4.1 Fourth Year Senior Programmer (System Architecture) | 2000.0000 | HOUR | 124.950000 | 249900.00 |

| Comm Code | Manufacturer | Specification | Model # |
|---|---|---|---|
| 81111507 | | | |

**Commodity Line Comments:** Delivery Days:
Business days between 7/1/2024 - 7/1/2025

**Extended Description:**

4.1 Fourth Year Senior Programmer (Technical Lead System Architecture) Optional Renewal
Enter an hourly rate based off an estimated 2000 hours

| Line | Comm Ln Desc | Qty | Unit Issue | Unit Price | Ln Total Or Contract Amount |
|---|---|---|---|---|---|
| 8 | 4.2 Fourth Year Senior Programmer (Database Administrator) | 2000.0000 | HOUR | 104.950000 | 209900.00 |

| Comm Code | Manufacturer | Specification | Model # |
|---|---|---|---|
| 81111507 | | | |

**Commodity Line Comments:** Delivery Days:
Business days between 7/1/2024 - 7/1/2025

**Extended Description:**

4.2 Fourth Year Senior Programmer (Database Administrator) Optional Renewal
Enter an hourly rate based off an estimated 2000 hours

**UHC Software, Inc.**

# UHC Software, Inc. Exhibit A

## A. BUSINESS INFORMATION

**Legal Business Name:** UNITED HEALTHCARE SOFTWARE INC
**Doing Business As:** UHC Software, Inc.
**Congressional District:** Virginia 10
**State/Country of Incorporation:** Virginia, United States
**Owner:** John Sun

**CAGE/NCAGE:** 81CZ3.

**Entity Dates**
Entity Start Date: Oct 1, 2005

**NAICS Codes**

| Primary | NAICS Codes | NAICS Title |
|---|---|---|
| Yes | 541511 | Custom Computer Programming Services |
| | 541512 | Computer Systems Design Services |
| | 541513 | Computer Facilities Management Services |
| | 541519 | Other Computer Related Services |

**Primary Point of Contact**

| Name/Title | Email | Phone | Address |
|---|---|---|---|
| John Sun, Director | john.sun@uhcsoftware.com | 571 217-8513 | 43039 Castlebar ST Chantilly, Virginia 20152 United States |

## B. Related Experience

| Government Agencies | Expertise |
|---|---|
| DOL | The development and O&M of OCIO OSDI and OALJ E-File service in .NET and SQL Server |
| | Migration to Azure |
| Idaho State | Idaho state unemployment and benefit portal wage calculation module development in .NET/SQL Server |
| American Red Cross | Crystal report and XSLT |

## C.  Capabilities

**Technical Lead/System Architecture**
1. Interpreting and understanding the business strategy and outcome.
2. Designing and illustrating the application, processes, and functions.
3. Identifying the components and implementing the prototype or pilot applications.
4. Achieving the desired outcomes, such as scalability, performance, security, and reliability.
5. Collaborating with project teams; providing guidance on implementing the troubleshooting and solutions.

**Database Administrator**
1. Ability for the development, performance, integrity, and security of data
2. Extracting and loading data
3. Configuring servers and databases
4. Ethically handling private data, including financial and/or healthcare data for certain companies

## D. Pricing

| Labor Category | Bill Rate (p/h) |
| --- | --- |
| Senior Programmer (Technical Lead/System Architecture) | $124.95 |
| Senior Programmer (Database Administrator) | $104.95 |

## E. References

Available upon request

| **Department of Administration** Purchasing Division 2019 Washington Street East Post Office Box 50130 Charleston, WV 25305-0130 | **State of West Virginia Centralized Request for Quote Service - Prof** | |
|---|---|---|

| **Proc Folder:** | 1403710 | **Reason for Modification:** |
|---|---|---|
| **Doc Description:** | Addendum No 2: Services/Staffing Support for MACC System | Addendum No 2 is issued to publish a copy of vendor questions and responses. |
| **Proc Type:** | Central Master Agreement | |

| Date Issued | Solicitation Closes | Solicitation No | Version |
|---|---|---|---|
| 2024-05-08 | 2024-05-13   13:30 | CRFQ   0323   WWV2400000009 | 4 |

## BID RECEIVING LOCATION

BID CLERK

DEPARTMENT OF ADMINISTRATION

PURCHASING DIVISION

2019 WASHINGTON ST E

CHARLESTON          WV      25305

US

## VENDOR

**Vendor Customer Code:**   VS0000043025

**Vendor Name :**   United Healthcare Software Inc

 **Address :**   43039

 **Street :**   Castlebar Street

 **City :**   South Riding

**State :**  VA          **Country :** U. S.          **Zip :** 20152

**Principal Contact :**   John Sun

**Vendor Contact Phone:** (571) 217-8513          **Extension:**

**FOR INFORMATION CONTACT THE BUYER**
Toby L Welch
(304) 558-8802
toby.l.welch@wv.gov

**Vendor Signature X** _[signature]_          **FEIN#**  26-1204751          **DATE** 05/08/2024

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

## ADDITIONAL INFORMATION

Addendum No 2 is issued for the following reasons:

1) To publish a copy of vendor questions with the Agency's responses.

--no other changes--

| INVOICE TO | SHIP TO |
|---|---|
| WORKFORCE WEST VIRGINIA<br>1900 KANAWHA BLVD, EAST<br>BLDG 3, 3RD FLOOR, SUITE 300<br>CHARLESTON          WV<br>US | WORKFORCE WEST VIRGINIA<br>1900 KANAWHA BLVD E<br>BLDG 3, 8TH FLOOR<br><br>CHARLESTON          WV<br>US |

| Line | Comm Ln Desc | Qty | Unit Issue | Unit Price | Total Price |
|---|---|---|---|---|---|
| 1 | 4.1 First Year Senior Programmer (System Architecture) | 2000.00000 | HOUR | $124.95 | $249,900.00 |

| Comm Code | Manufacturer | Specification | Model # |
|---|---|---|---|
| 81111507 | | | |

**Extended Description:**

4.1 First Year Senior Programmer (Technical Lead System Architecture)

Enter an hourly rate based off an estimated 2000 hours

| INVOICE TO | SHIP TO |
|---|---|
| WORKFORCE WEST VIRGINIA<br>1900 KANAWHA BLVD, EAST<br>BLDG 3, 3RD FLOOR, SUITE 300<br>CHARLESTON          WV<br>US | WORKFORCE WEST VIRGINIA<br>1900 KANAWHA BLVD E<br>BLDG 3, 8TH FLOOR<br><br>CHARLESTON          WV<br>US |

| Line | Comm Ln Desc | Qty | Unit Issue | Unit Price | Total Price |
|---|---|---|---|---|---|
| 2 | 4.2 First Year Senior Programmer (Database Administrator) | 2000.00000 | HOUR | $104.95 | $209,900.00 |

| Comm Code | Manufacturer | Specification | Model # |
|---|---|---|---|
| 81111507 | | | |

**Extended Description:**

4.2 First Year Senior Programmer (Database Administrator)

Enter an hourly rate based off an estimated 2000 hours

| INVOICE TO | SHIP TO |
|---|---|
| WORKFORCE WEST VIRGINIA<br>1900 KANAWHA BLVD, EAST<br>BLDG 3, 3RD FLOOR, SUITE 300<br>CHARLESTON     WV<br>US | WORKFORCE WEST VIRGINIA<br>1900 KANAWHA BLVD E<br>BLDG 3, 8TH FLOOR<br><br>CHARLESTON     WV<br>US |

| Line | Comm Ln Desc | Qty | Unit Issue | Unit Price | Total Price |
|---|---|---|---|---|---|
| 3 | 4.1 Second Year Senior Programmer (System Architecture) | 2000.00000 | HOUR | $124.95 | $249,900.00 |

| Comm Code | Manufacturer | Specification | Model # |
|---|---|---|---|
| 81111507 | | | |

**Extended Description:**

4.1 Second Year Senior Programmer (Technical Lead System Architecture) Optional Renewal

Enter an hourly rate based off an estimated 2000 hours

| INVOICE TO | SHIP TO |
|---|---|
| WORKFORCE WEST VIRGINIA<br>1900 KANAWHA BLVD, EAST<br>BLDG 3, 3RD FLOOR, SUITE 300<br>CHARLESTON     WV<br>US | WORKFORCE WEST VIRGINIA<br>1900 KANAWHA BLVD E<br>BLDG 3, 8TH FLOOR<br><br>CHARLESTON     WV<br>US |

| Line | Comm Ln Desc | Qty | Unit Issue | Unit Price | Total Price |
|---|---|---|---|---|---|
| 4 | 4.2 Second Year Senior Programmer (Database Administrator) | 2000.00000 | HOUR | $104.95 | $209,900.00 |

| Comm Code | Manufacturer | Specification | Model # |
|---|---|---|---|
| 81111507 | | | |

**Extended Description:**

4.2 Second Year Senior Programmer (Database Administrator) Optional Renewal

Enter an hourly rate based off an estimated 2000 hours

| INVOICE TO | SHIP TO |
|---|---|
| WORKFORCE WEST VIRGINIA<br>1900 KANAWHA BLVD, EAST<br>BLDG 3, 3RD FLOOR, SUITE 300<br>CHARLESTON      WV<br>US | WORKFORCE WEST VIRGINIA<br>1900 KANAWHA BLVD E<br>BLDG 3, 8TH FLOOR<br><br>CHARLESTON      WV<br>US |

| Line | Comm Ln Desc | Qty | Unit Issue | Unit Price | Total Price |
|---|---|---|---|---|---|
| 5 | 4.1 Third Year Senior Programmer (System Architecture) | 2000.00000 | HOUR | $124.95 | $249,900.00 |

| Comm Code | Manufacturer | Specification | Model # |
|---|---|---|---|
| 81111507 | | | |

**Extended Description:**

4.1 Third Year Senior Programmer (Technical Lead System Architecture) Optional Renewal

Enter an hourly rate based off an estimated 2000 hours

| INVOICE TO | SHIP TO |
|---|---|
| WORKFORCE WEST VIRGINIA<br>1900 KANAWHA BLVD, EAST<br>BLDG 3, 3RD FLOOR, SUITE 300<br>CHARLESTON      WV<br>US | WORKFORCE WEST VIRGINIA<br>1900 KANAWHA BLVD E<br>BLDG 3, 8TH FLOOR<br><br>CHARLESTON      WV<br>US |

| Line | Comm Ln Desc | Qty | Unit Issue | Unit Price | Total Price |
|---|---|---|---|---|---|
| 6 | 4.2 Third Year Senior Programmer (Database Administrator) | 2000.00000 | HOUR | $104.95 | $209,900.00 |

| Comm Code | Manufacturer | Specification | Model # |
|---|---|---|---|
| 81111507 | | | |

**Extended Description:**

4.2 Third Year Senior Programmer (Database Administrator) Optional renewal

Enter an hourly rate based off an estimated 2000 hours

| INVOICE TO | SHIP TO |
|---|---|
| WORKFORCE WEST VIRGINIA<br>1900 KANAWHA BLVD, EAST<br>BLDG 3, 3RD FLOOR, SUITE 300<br>CHARLESTON WV<br>US | WORKFORCE WEST VIRGINIA<br>1900 KANAWHA BLVD E<br>BLDG 3, 8TH FLOOR<br>CHARLESTON WV<br>US |

| Line | Comm Ln Desc | Qty | Unit Issue | Unit Price | Total Price |
|---|---|---|---|---|---|
| 7 | 4.1 Fourth Year Senior Programmer (System Architecture) | 2000.00000 | HOUR | $124.95 | $249,900.00 |

| Comm Code | Manufacturer | Specification | Model # |
|---|---|---|---|
| 81111507 | | | |

**Extended Description:**

4.1 Fourth Year Senior Programmer (Technical Lead System Architecture) Optional Renewal

Enter an hourly rate based off an estimated 2000 hours

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|---|---|
| WORKFORCE WEST VIRGINIA<br>1900 KANAWHA BLVD, EAST<br>BLDG 3, 3RD FLOOR, SUITE 300<br>CHARLESTON WV<br>US | WORKFORCE WEST VIRGINIA<br>1900 KANAWHA BLVD E<br>BLDG 3, 8TH FLOOR<br>CHARLESTON WV<br>US |

| Line | Comm Ln Desc | Qty | Unit Issue | Unit Price | Total Price |
|---|---|---|---|---|---|
| 8 | 4.2 Fourth Year Senior Programmer (Database Administrator) | 2000.00000 | HOUR | $104.95 | $209,900.00 |

| Comm Code | Manufacturer | Specification | Model # |
|---|---|---|---|
| 81111507 | | | |

**Extended Description:**

4.2 Fourth Year Senior Programmer (Database Administrator) Optional Renewal

Enter an hourly rate based off an estimated 2000 hours

| SCHEDULE OF EVENTS | | |
|---|---|---|
| **Line** | **Event** | **Event Date** |
| 1 | Questions are due by 3:00 p.m. | 2024-05-03 |

| | Document Phase | Document Description | Page 6 |
|---|---|---|---|
| WWV2400000009 | Final | Addendum No 2: Services/Staffing Support for MACC System | |

**ADDITIONAL TERMS AND CONDITIONS**

See attached document(s) for additional Terms and Conditions

| | Department of Administration<br>Purchasing Division<br>2019 Washington Street East<br>Post Office Box 50130<br>Charleston, WV 25305-0130 | State of West Virginia<br>Centralized Request for Quote<br>Service - Prof |
|---|---|---|

| Proc Folder: | 1403710 | Reason for Modification: |
|---|---|---|
| Doc Description: | Services/Staffing Support for MACC System | |

| Proc Type: | Central Master Agreement | |
|---|---|---|

| Date Issued | Solicitation Closes | Solicitation No | Version |
|---|---|---|---|
| 2024-04-22 | 2024-05-08    13:30 | CRFQ    0323    WWV2400000009 | 2 |

## BID RECEIVING LOCATION

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

## VENDOR

| | |
|---|---|
| Vendor Customer Code: | VS0000043025 |
| Vendor Name : | United Healthcare Software Inc |
| Address : | 43039 |
| Street : | Castlebar Street |
| City : | South Riding |
| State :   VA | Country :  U. S.          Zip :  20152 |
| Principal Contact : | John Sun |
| Vendor Contact Phone: | (571) 217-8513          Extension: |

## FOR INFORMATION CONTACT THE BUYER
Toby L Welch
(304) 558-8802
toby.l.welch@wv.gov

Vendor
Signature X _(signature)_          FEIN#   26-1204751          DATE  05/07/2024

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

| INVOICE TO | | SHIP TO | |
|---|---|---|---|
| WORKFORCE WEST VIRGINIA | | WORKFORCE WEST VIRGINIA | |
| 1900 KANAWHA BLVD, EAST | | 1900 KANAWHA BLVD E | |
| BLDG 3, 3RD FLOOR, SUITE 300 | | BLDG 3, 8TH FLOOR | |
| CHARLESTON | WV | CHARLESTON | WV |
| US | | US | |

| Line | Comm Ln Desc | Qty | Unit Issue | Unit Price | Total Price |
|---|---|---|---|---|---|
| 1 | 4.1 First Year Senior Programmer (System Architecture) | 2000.00000 | HOUR | $124.95 | $249,900 |

| Comm Code | Manufacturer | Specification | Model # |
|---|---|---|---|
| 81111507 | | | |

**Extended Description:**

4.1 First Year Senior Programmer (Technical Lead System Architecture)

Enter an hourly rate based off an estimated 2000 hours

| INVOICE TO | | SHIP TO | |
|---|---|---|---|
| WORKFORCE WEST VIRGINIA | | WORKFORCE WEST VIRGINIA | |
| 1900 KANAWHA BLVD, EAST | | 1900 KANAWHA BLVD E | |
| BLDG 3, 3RD FLOOR, SUITE 300 | | BLDG 3, 8TH FLOOR | |
| CHARLESTON | WV | CHARLESTON | WV |
| US | | US | |

| Line | Comm Ln Desc | Qty | Unit Issue | Unit Price | Total Price |
|---|---|---|---|---|---|
| 2 | 4.2 First Year Senior Programmer (Database Administrator) | 2000.00000 | HOUR | $104.95 | $209,900.00 |

| Comm Code | Manufacturer | Specification | Model # |
|---|---|---|---|
| 81111507 | | | |

**Extended Description:**

4.2 First Year Senior Programmer (Database Administrator)

Enter an hourly rate based off an estimated 2000 hours

| INVOICE TO | | SHIP TO | |
|---|---|---|---|
| WORKFORCE WEST VIRGINIA<br>1900 KANAWHA BLVD, EAST<br>BLDG 3, 3RD FLOOR, SUITE 300<br>CHARLESTON WV<br>US | | WORKFORCE WEST VIRGINIA<br>1900 KANAWHA BLVD E<br>BLDG 3, 8TH FLOOR<br>CHARLESTON WV<br>US | |

| Line | Comm Ln Desc | Qty | Unit Issue | Unit Price | Total Price |
|---|---|---|---|---|---|
| 3 | 4.1 Second Year Senior Programmer (System Architecture) | 2000.00000 | HOUR | $124.95 | $249,900 |

| Comm Code | Manufacturer | Specification | Model # |
|---|---|---|---|
| 81111507 | | | |

**Extended Description:**

4.1 Second Year Senior Programmer (Technical Lead System Architecture) Optional Renewal

Enter an hourly rate based off an estimated 2000 hours

| INVOICE TO | | SHIP TO | |
|---|---|---|---|
| WORKFORCE WEST VIRGINIA<br>1900 KANAWHA BLVD, EAST<br>BLDG 3, 3RD FLOOR, SUITE 300<br>CHARLESTON WV<br>US | | WORKFORCE WEST VIRGINIA<br>1900 KANAWHA BLVD E<br>BLDG 3, 8TH FLOOR<br>CHARLESTON WV<br>US | |

| Line | Comm Ln Desc | Qty | Unit Issue | Unit Price | Total Price |
|---|---|---|---|---|---|
| 4 | 4.2 Second Year Senior Programmer (Database Administrator) | 2000.00000 | HOUR | $104.95 | $209,900.00 |

| Comm Code | Manufacturer | Specification | Model # |
|---|---|---|---|
| 81111507 | | | |

**Extended Description:**

4.2 Second Year Senior Programmer (Database Administrator) Optional Renewal

Enter an hourly rate based off an estimated 2000 hours

| INVOICE TO | | SHIP TO | |
|---|---|---|---|
| WORKFORCE WEST VIRGINIA | | WORKFORCE WEST VIRGINIA | |
| 1900 KANAWHA BLVD, EAST | | 1900 KANAWHA BLVD E | |
| BLDG 3, 3RD FLOOR, SUITE 300 | | BLDG 3, 8TH FLOOR | |
| CHARLESTON | WV | CHARLESTON | WV |
| US | | US | |

| Line | Comm Ln Desc | Qty | Unit Issue | Unit Price | Total Price |
|---|---|---|---|---|---|
| 5 | 4.1 Third Year Senior Programmer (System Architecture) | 2000.00000 | HOUR | $124.95 | $249,900 |

| Comm Code | Manufacturer | Specification | Model # |
|---|---|---|---|
| 81111507 | | | |

**Extended Description:**

4.1 Third Year Senior Programmer (Technical Lead System Architecture) Optional Renewal

Enter an hourly rate based off an estimated 2000 hours

| INVOICE TO | | SHIP TO | |
|---|---|---|---|
| WORKFORCE WEST VIRGINIA | | WORKFORCE WEST VIRGINIA | |
| 1900 KANAWHA BLVD, EAST | | 1900 KANAWHA BLVD E | |
| BLDG 3, 3RD FLOOR, SUITE 300 | | BLDG 3, 8TH FLOOR | |
| CHARLESTON | WV | CHARLESTON | WV |
| US | | US | |

| Line | Comm Ln Desc | Qty | Unit Issue | Unit Price | Total Price |
|---|---|---|---|---|---|
| 6 | 4.2 Third Year Senior Programmer (Database Administrator) | 2000.00000 | HOUR | $104.95 | $209,900.00 |

| Comm Code | Manufacturer | Specification | Model # |
|---|---|---|---|
| 81111507 | | | |

**Extended Description:**

4.2 Third Year Senior Programmer (Database Administrator) Optional renewal

Enter an hourly rate based off an estimated 2000 hours

| INVOICE TO | | | SHIP TO | | | |
|---|---|---|---|---|---|---|
| WORKFORCE WEST VIRGINIA<br>1900 KANAWHA BLVD, EAST<br>BLDG 3, 3RD FLOOR, SUITE 300<br>CHARLESTON　　　　WV<br>US | | | WORKFORCE WEST VIRGINIA<br>1900 KANAWHA BLVD E<br>BLDG 3, 8TH FLOOR<br><br>CHARLESTON　　　　WV<br>US | | | |

| Line | Comm Ln Desc | Qty | Unit Issue | Unit Price | Total Price |
|---|---|---|---|---|---|
| 7 | 4.1 Fourth Year Senior Programmer (System Architecture) | 2000.00000 | HOUR | $124.95 | $249,900 |

| Comm Code | Manufacturer | Specification | Model # |
|---|---|---|---|
| 81111507 | | | |

**Extended Description:**

4.1 Fourth Year Senior Programmer (Technical Lead System Architecture) Optional Renewal

Enter an hourly rate based off an estimated 2000 hours

| INVOICE TO | | | SHIP TO | | | |
|---|---|---|---|---|---|---|
| WORKFORCE WEST VIRGINIA<br>1900 KANAWHA BLVD, EAST<br>BLDG 3, 3RD FLOOR, SUITE 300<br>CHARLESTON　　　　WV<br>US | | | WORKFORCE WEST VIRGINIA<br>1900 KANAWHA BLVD E<br>BLDG 3, 8TH FLOOR<br><br>CHARLESTON　　　　WV<br>US | | | |

| Line | Comm Ln Desc | Qty | Unit Issue | Unit Price | Total Price |
|---|---|---|---|---|---|
| 8 | 4.2 Fourth Year Senior Programmer (Database Administrator) | 2000.00000 | HOUR | $104.95 | $209,900.00 |

| Comm Code | Manufacturer | Specification | Model # |
|---|---|---|---|
| 81111507 | | | |

**Extended Description:**

4.2 Fourth Year Senior Programmer (Database Administrator) Optional Renewal

Enter an hourly rate based off an estimated 2000 hours

## SCHEDULE OF EVENTS

| Line | Event | Event Date |
|---|---|---|
| 1 | Questions are due by 3:00 p.m. | 2024-05-03 |

| | Document Phase | Document Description | Page 6 |
|---|---|---|---|
| WWV2400000009 | Draft | Services/Staffing Support for MACC System | |

## ADDITIONAL TERMS AND CONDITIONS

See attached document(s) for additional Terms and Conditions

# INSTRUCTIONS TO VENDORS SUBMITTING BIDS

**1. REVIEW DOCUMENTS THOROUGHLY:** The attached documents contain a solicitation for bids. Please read these instructions and all documents attached in their entirety. These instructions provide critical information about requirements that if overlooked could lead to disqualification of a Vendor's bid. All bids must be submitted in accordance with the provisions contained in these instructions and the Solicitation. Failure to do so may result in disqualification of Vendor's bid.

**2. MANDATORY TERMS:** The Solicitation may contain mandatory provisions identified by the use of the words "must," "will," and "shall." Failure to comply with a mandatory term in the Solicitation will result in bid disqualification.

**3. PREBID MEETING:** The item identified below shall apply to this Solicitation.

☑ A pre-bid meeting will not be held prior to bid opening

☐ **A MANDATORY PRE-BID** meeting will be held at the following place and time:

All Vendors submitting a bid must attend the mandatory pre-bid meeting. Failure to attend the mandatory pre-bid meeting shall result in disqualification of the Vendor's bid. No one individual is permitted to represent more than one vendor at the pre-bid meeting. Any individual that does attempt to represent two or more vendors will be required to select one vendor to which the individual's attendance will be attributed. The vendors not selected will be deemed to have not attended the pre-bid meeting unless another individual attended on their behalf.

An attendance sheet provided at the pre-bid meeting shall serve as the official document verifying attendance. Any person attending the pre-bid meeting on behalf of a Vendor must list on the attendance sheet his or her name and the name of the Vendor he or she is representing.

Additionally, the person attending the pre-bid meeting should include the Vendor's E-Mail address, phone number, and Fax number on the attendance sheet. It is the Vendor's responsibility to locate the attendance sheet and provide the required information. Failure to complete the attendance sheet as required may result in disqualification of Vendor's bid.

All Vendors should arrive prior to the starting time for the pre-bid. Vendors who arrive after the starting time but prior to the end of the pre-bid will be permitted to sign in but are charged with knowing all matters discussed at the pre-bid.

Questions submitted at least five business days prior to a scheduled pre-bid will be discussed at the pre-bid meeting if possible. Any discussions or answers to questions at the pre-bid meeting are preliminary in nature and are non-binding. Official and binding answers to questions will be published in a written addendum to the Solicitation prior to bid opening.

**4. VENDOR QUESTION DEADLINE:** Vendors may submit questions relating to this Solicitation to the Purchasing Division. Questions must be submitted in writing. All questions must be submitted on or before the date listed below and to the address listed below to be considered. A written response will be published in a Solicitation addendum if a response is possible and appropriate. Non-written discussions, conversations, or questions and answers regarding this Solicitation are preliminary in nature and are nonbinding.

Submitted emails should have the solicitation number in the subject line.

Question Submission Deadline: Friday May 3, 2024 @ 3:00 p.m.

Submit Questions to: Toby L Welch
2019 Washington Street, East
Charleston, WV 25305
Fax: (304) 558-3970
Email: Toby.L.Welch@wv.gov

**5. VERBAL COMMUNICATION:** Any verbal communication between the Vendor and any State personnel is not binding, including verbal communication at the mandatory pre-bid conference. Only information issued in writing and added to the Solicitation by an official written addendum by the Purchasing Division is binding.

**6. BID SUBMISSION:** All bids must be submitted on or before the date and time of the bid opening listed in section 7 below. Vendors can submit bids electronically through *wv*OASIS, in paper form delivered to the Purchasing Division at the address listed below either in person or by courier, or in facsimile form by faxing to the Purchasing Division at the number listed below. Notwithstanding the foregoing, the Purchasing Division may prohibit the submission of bids electronically through *wv*OASIS at its sole discretion. Such a prohibition will be contained and communicated in the *wv*OASIS system resulting in the Vendor's inability to submit bids through *wv*OASIS. The Purchasing Division will not accept bids, modification of bids, or addendum acknowledgment forms via email. Bids submitted in paper or facsimile form must contain a signature. Bids submitted in *wv*OASIS are deemed to be electronically signed.

Any bid received by the Purchasing Division staff is considered to be in the possession of the Purchasing Division and will not be returned for any reason.

**For Request for Proposal ("RFP") Responses Only:** Submission of a response to a Request for Proposal is not permitted in *wv*OASIS. In the event that Vendor is responding to a request for proposal, the Vendor shall submit one original technical and one original cost proposal prior to the bid opening date and time identified in Section 7 below, plus __N/A_____convenience copies of each to the Purchasing Division at the address shown below. Additionally, the Vendor should clearly identify and segregate the cost proposal from the technical proposal in a separately sealed envelope.

**Bid Delivery Address and Fax Number:**
Department of Administration, Purchasing Division
2019 Washington Street East
Charleston, WV 25305-0130
Fax: 304-558-3970

A bid submitted in paper or facsimile form should contain the information listed below on the face of the submission envelope or fax cover sheet. Otherwise, the bid may be rejected by the Purchasing Division.

VENDOR NAME:  United Healthcare Software Inc
BUYER: Toby L Welch
SOLICITATION NO.: CRFQ WWV2400000009
BID OPENING DATE: Thursday May 9, 2024
BID OPENING TIME: 1:30 p.m.
FAX NUMBER: 304-558-3970

**7. BID OPENING:** Bids submitted in response to this Solicitation will be opened at the location identified below on the date and time listed below. Delivery of a bid after the bid opening date and time will result in bid disqualification. For purposes of this Solicitation, a bid is considered delivered when confirmation of delivery is provided by *wv*OASIS (in the case of electronic submission) or when the bid is time stamped by the official Purchasing Division time clock (in the case of hand delivery).

Bid Opening Date and Time: 05/09/24 - @ 1:30 p.m.

Bid Opening Location: Department of Administration, Purchasing Division
2019 Washington Street East
Charleston, WV 25305-0130

**8. ADDENDUM ACKNOWLEDGEMENT:** Changes or revisions to this Solicitation will be made by an official written addendum issued by the Purchasing Division. Vendor should acknowledge receipt of all addenda issued with this Solicitation by completing an Addendum Acknowledgment Form, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.

**9. BID FORMATTING:** Vendor should type or electronically enter the information onto its bid to prevent errors in the evaluation. Failure to type or electronically enter the information may result in bid disqualification.

**10. ALTERNATE MODEL OR BRAND:** Unless the box below is checked, any model, brand, or specification listed in this Solicitation establishes the acceptable level of quality only and is not intended to reflect a preference for, or in any way favor, a particular brand or vendor. Vendors may bid alternates to a listed model or brand provided that the alternate is at least equal to the model or brand and complies with the required specifications. The equality of any alternate being bid shall be determined by the State at its sole discretion. Any Vendor bidding an alternate model or brand should clearly identify the alternate items in its bid and should include manufacturer's specifications, industry literature, and/or any other relevant documentation demonstrating the equality of the alternate items. Failure to provide information for alternate items may be grounds for rejection of a Vendor's bid.

☐ This Solicitation is based upon a standardized commodity established under W. Va. Code § 5A-3-61. Vendors are expected to bid the standardized commodity identified. Failure to bid the standardized commodity will result in your firm's bid being rejected.

**11. EXCEPTIONS AND CLARIFICATIONS:** The Solicitation contains the specifications that shall form the basis of a contractual agreement. Vendor shall clearly mark any exceptions, clarifications, or other proposed modifications in its bid. Exceptions to, clarifications of, or modifications of a requirement or term and condition of the Solicitation may result in bid disqualification.

**12. COMMUNICATION LIMITATIONS:** In accordance with West Virginia Code of State Rules §148-1-6.6, communication with the State of West Virginia or any of its employees regarding this Solicitation during the solicitation, bid, evaluation or award periods, except through the Purchasing Division, is strictly prohibited without prior Purchasing Division approval. Purchasing Division approval for such communication is implied for all agency delegated and exempt purchases.

**13. REGISTRATION:** Prior to Contract award, the apparent successful Vendor must be properly registered with the West Virginia Purchasing Division and must have paid the $125 fee, if applicable.

**14. UNIT PRICE:** Unit prices shall prevail in cases of a discrepancy in the Vendor's bid.

**15. PREFERENCE:** Vendor Preference may be requested in purchases of motor vehicles or construction and maintenance equipment and machinery used in highway and other infrastructure projects. Any request for preference must be submitted in writing with the bid, must specifically identify the preference requested with reference to the applicable subsection of West Virginia Code § 5A-3-37, and must include with the bid any information necessary to evaluate and confirm the applicability of the requested preference. A request form to help facilitate the request can be found at: www.state.wv.us/admin/purchase/vrc/Venpref.pdf.

**15A. RECIPROCAL PREFERENCE:** The State of West Virginia applies a reciprocal preference to all solicitations for commodities and printing in accordance with W. Va. Code § 5A-3-37(b). In effect, non-resident vendors receiving a preference in their home states, will see that same preference granted to West Virginia resident vendors bidding against them in West Virginia. Any request for reciprocal preference must include with the bid any information necessary to evaluate and confirm the applicability of the preference. A request form to help facilitate the request can be found at: www.state.wv.us/admin/purchase/vrc/Venpref.pdf.

**16. SMALL, WOMEN-OWNED, OR MINORITY-OWNED BUSINESSES:** For any solicitations publicly advertised for bid, in accordance with West Virginia Code §5A-3-37 and W. Va. CSR § 148-22-9, any non-resident vendor certified as a small, women- owned, or minority-owned business under W. Va. CSR § 148-22-9 shall be provided the same preference made available to any resident vendor. Any non-resident small, women-owned, or minority-owned business must identify itself as such in writing, must submit that writing to the Purchasing Division with its bid, and must be properly certified under W. Va. CSR § 148-22-9 prior to contract award to receive the preferences made available to resident vendors. Preference for a non-resident small, women-owned, or minority owned business shall be applied in accordance with W. Va. CSR § 148-22-9.

**17. WAIVER OF MINOR IRREGULARITIES:** The Director reserves the right to waive minor irregularities in bids or specifications in accordance with West Virginia Code of State Rules § 148-1-4.6.

**18. ELECTRONIC FILE ACCESS RESTRICTIONS:** Vendor must ensure that its submission in wvOASIS can be accessed and viewed by the Purchasing Division staff immediately upon bid opening. The Purchasing Division will consider any file that cannot be immediately accessed and viewed at the time of the bid opening (such as, encrypted files, password protected files, or incompatible files) to be blank or incomplete as context requires and are therefore unacceptable. A vendor will not be permitted to unencrypt files, remove password protections, or resubmit documents after bid opening to make a file viewable if those documents are required with the bid. A Vendor may be required to provide document passwords or remove access restrictions to allow the Purchasing Division to print or electronically save documents provided that those documents are viewable by the Purchasing Division prior to obtaining the password or removing the access restriction.

**19. NON-RESPONSIBLE:** The Purchasing Division Director reserves the right to reject the bid of any vendor as Non-Responsible in accordance with W. Va. Code of State Rules § 148-1-5.3, when the Director determines that the vendor submitting the bid does not have the capability to fully perform or lacks the integrity and reliability to assure good-faith performance."

**20. ACCEPTANCE/REJECTION:** The State may accept or reject any bid in whole, or in part in accordance with W. Va. Code of State Rules § 148-1-4.5. and § 148-1-6.4.b."

**21. YOUR SUBMISSION IS A PUBLIC DOCUMENT:** Vendor's entire response to the Solicitation and the resulting Contract are public documents. As public documents, they will be disclosed to the public following the bid/proposal opening or award of the contract, as required by the competitive bidding laws of West Virginia Code §§ 5A-3-1 et seq., 5-22-1 et seq., and 5G-1-1 et seq. and the Freedom of Information Act West Virginia Code §§ 29B-1-1 et seq.

DO NOT SUBMIT MATERIAL YOU CONSIDER TO BE CONFIDENTIAL, A TRADE SECRET, OR OTHERWISE NOT SUBJECT TO PUBLIC DISCLOSURE.

Submission of any bid, proposal, or other document to the Purchasing Division constitutes your explicit consent to the subsequent public disclosure of the bid, proposal, or document. The Purchasing Division will disclose any document labeled "confidential," "proprietary," "trade secret," "private," or labeled with any other claim against public disclosure of the documents, to include any "trade secrets" as defined by West Virginia Code § 47-22-1 et seq. All submissions are subject to public disclosure without notice.

**22. WITH THE BID REQUIREMENTS:** In instances where these specifications require documentation or other information with the bid, and a vendor fails to provide it with the bid, the Director of the Purchasing Division reserves the right to request those items after bid opening and prior to contract award pursuant to the authority to waive minor irregularities in bids or specifications under W. Va. CSR § 148-1-4.6. This authority does not apply to instances where state law mandates receipt with the bid.

**23. EMAIL NOTIFICATION OF AWARD:** The Purchasing Division will attempt to provide bidders with e-mail notification of contract award when a solicitation that the bidder participated in has been awarded. For notification purposes, bidders must provide the Purchasing Division with a valid email address in the bid response. Bidders may also monitor *wvOASIS* or the Purchasing Division's website to determine when a contract has been awarded.

**24. ISRAEL BOYCOTT CERTIFICATION:** Vendor's act of submitting a bid in response to this solicitation shall be deemed a certification from bidder to the State that bidder is not currently engaged in, and will not for the duration of the contract, engage in a boycott of Israel. This certification is required by W. Va. Code § 5A-3-63.

# GENERAL TERMS AND CONDITIONS:

**1. CONTRACTUAL AGREEMENT:** Issuance of an Award Document signed by the Purchasing Division Director, or his designee, and approved as to form by the Attorney General's office constitutes acceptance by the State of this Contract made by and between the State of West Virginia and the Vendor. Vendor's signature on its bid, or on the Contract if the Contract is not the result of a bid solicitation, signifies Vendor's agreement to be bound by and accept the terms and conditions contained in this Contract.

**2. DEFINITIONS:** As used in this Solicitation/Contract, the following terms shall have the meanings attributed to them below. Additional definitions may be found in the specifications included with this Solicitation/Contract.

**2.1. "Agency"** or **"Agencies"** means the agency, board, commission, or other entity of the State of West Virginia that is identified on the first page of the Solicitation or any other public entity seeking to procure goods or services under this Contract.

**2.2. "Bid"** or **"Proposal"** means the vendors submitted response to this solicitation.

**2.3. "Contract"** means the binding agreement that is entered into between the State and the Vendor to provide the goods or services requested in the Solicitation.

**2.4. "Director"** means the Director of the West Virginia Department of Administration, Purchasing Division.

**2.5. "Purchasing Division"** means the West Virginia Department of Administration, Purchasing Division.

**2.6. "Award Document"** means the document signed by the Agency and the Purchasing Division, and approved as to form by the Attorney General, that identifies the Vendor as the contract holder.

**2.7. "Solicitation"** means the official notice of an opportunity to supply the State with goods or services that is published by the Purchasing Division.

**2.8. "State"** means the State of West Virginia and/or any of its agencies, commissions, boards, etc. as context requires.

**2.9. "Vendor"** or **"Vendors"** means any entity submitting a bid in response to the Solicitation, the entity that has been selected as the lowest responsible bidder, or the entity that has been awarded the Contract as context requires.

**3. CONTRACT TERM; RENEWAL; EXTENSION:** The term of this Contract shall be determined in accordance with the category that has been identified as applicable to this Contract below:

☑ **Term Contract**

**Initial Contract Term:** The Initial Contract Term will be for a period of ___one (1)___ year_____. The Initial Contract Term becomes effective on the effective start date listed on the first page of this Contract, identified as the State of West Virginia contract cover page containing the signatures of the Purchasing Division, Attorney General, and Encumbrance clerk (or another page identified as _____), and the Initial Contract Term ends on the effective end date also shown on the first page of this Contract.

**Renewal Term:** This Contract may be renewed upon the mutual written consent of the Agency, and the Vendor, with approval of the Purchasing Division and the Attorney General's office (Attorney General approval is as to form only). Any request for renewal should be delivered to the Agency and then submitted to the Purchasing Division thirty (30) days prior to the expiration date of the initial contract term or appropriate renewal term. A Contract renewal shall be in accordance with the terms and conditions of the original contract. Unless otherwise specified below, renewal of this Contract is limited to ___three (3)___ successive one (1) year periods or multiple renewal periods of less than one year, provided that the multiple renewal periods do not exceed the total number of months available in all renewal years combined. Automatic renewal of this Contract is prohibited. Renewals must be approved by the Vendor, Agency, Purchasing Division and Attorney General's office (Attorney General approval is as to form only)

> ☐ **Alternate Renewal Term** – This contract may be renewed for _____ successive _____ year periods or shorter periods provided that they do not exceed the total number of months contained in all available renewals. Automatic renewal of this Contract is prohibited. Renewals must be approved by the Vendor, Agency, Purchasing Division and Attorney General's office (Attorney General approval is as to form only)

**Delivery Order Limitations:** In the event that this contract permits delivery orders, a delivery order may only be issued during the time this Contract is in effect. Any delivery order issued within one year of the expiration of this Contract shall be effective for one year from the date the delivery order is issued. No delivery order may be extended beyond one year after this Contract has expired.

☐ **Fixed Period Contract:** This Contract becomes effective upon Vendor's receipt of the notice to proceed and must be completed within _____days.

☐ **Fixed Period Contract with Renewals:** This Contract becomes effective upon Vendor's receipt of the notice to proceed and part of the Contract more fully described in the attached specifications must be completed within _____ days. Upon completion of the work covered by the preceding sentence, the vendor agrees that:

    ☐ the contract will continue for _____ years;

    ☐ the contract may be renewed for _____ successive _____ year periods or shorter periods provided that they do not exceed the total number of months contained in all available renewals. Automatic renewal of this Contract is prohibited. Renewals must be approved by the Vendor, Agency, Purchasing Division and Attorney General's Office (Attorney General approval is as to form only).

☐ **One-Time Purchase:** The term of this Contract shall run from the issuance of the Award Document until all of the goods contracted for have been delivered, but in no event will this Contract extend for more than one fiscal year.

☐ **Construction/Project Oversight:** This Contract becomes effective on the effective start date listed on the first page of this Contract, identified as the State of West Virginia contract cover page containing the signatures of the Purchasing Division, Attorney General, and Encumbrance clerk (or another page identified as _____), and continues until the project for which the vendor is providing oversight is complete.

☐ **Other:** Contract Term specified in _____

**4. AUTHORITY TO PROCEED:** Vendor is authorized to begin performance of this contract on the date of encumbrance listed on the front page of the Award Document unless either the box for "Fixed Period Contract" or "Fixed Period Contract with Renewals" has been checked in Section 3 above. If either "Fixed Period Contract" or "Fixed Period Contract with Renewals" has been checked, Vendor must not begin work until it receives a separate notice to proceed from the State. The notice to proceed will then be incorporated into the Contract via change order to memorialize the official date that work commenced.

**5. QUANTITIES:** The quantities required under this Contract shall be determined in accordance with the category that has been identified as applicable to this Contract below.

☑ **Open End Contract:** Quantities listed in this Solicitation/Award Document are approximations only, based on estimates supplied by the Agency. It is understood and agreed that the Contract shall cover the quantities actually ordered for delivery during the term of the Contract, whether more or less than the quantities shown.

☐ **Service:** The scope of the service to be provided will be more clearly defined in the specifications included herewith.

☐ **Combined Service and Goods:** The scope of the service and deliverable goods to be provided will be more clearly defined in the specifications included herewith.

☐ **One-Time Purchase:** This Contract is for the purchase of a set quantity of goods that are identified in the specifications included herewith. Once those items have been delivered, no additional goods may be procured under this Contract without an appropriate change order approved by the Vendor, Agency, Purchasing Division, and Attorney General's office.

☐ **Construction:** This Contract is for construction activity more fully defined in the specifications.

**6. EMERGENCY PURCHASES:** The Purchasing Division Director may authorize the Agency to purchase goods or services in the open market that Vendor would otherwise provide under this Contract if those goods or services are for immediate or expedited delivery in an emergency. Emergencies shall include, but are not limited to, delays in transportation or an unanticipated increase in the volume of work. An emergency purchase in the open market, approved by the Purchasing Division Director, shall not constitute of breach of this Contract and shall not entitle the Vendor to any form of compensation or damages. This provision does not excuse the State from fulfilling its obligations under a One-Time Purchase contract.

**7. REQUIRED DOCUMENTS:** All of the items checked in this section must be provided to the Purchasing Division by the Vendor as specified:

☐ **LICENSE(S) / CERTIFICATIONS / PERMITS:** In addition to anything required under the Section of the General Terms and Conditions entitled Licensing, the apparent successful Vendor shall furnish proof of the following licenses, certifications, and/or permits upon request and in a form acceptable to the State. The request may be prior to or after contract award at the State's sole discretion.

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The apparent successful Vendor shall also furnish proof of any additional licenses or certifications contained in the specifications regardless of whether or not that requirement is listed above.

**8. INSURANCE:** The apparent successful Vendor shall furnish proof of the insurance identified by a checkmark below prior to Contract award. The insurance coverages identified below must be maintained throughout the life of this contract. Thirty (30) days prior to the expiration of the insurance policies, Vendor shall provide the Agency with proof that the insurance mandated herein has been continued. Vendor must also provide Agency with immediate notice of any changes in its insurance policies, including but not limited to, policy cancelation, policy reduction, or change in insurers. The apparent successful Vendor shall also furnish proof of any additional insurance requirements contained in the specifications prior to Contract award regardless of whether that insurance requirement is listed in this section.

Vendor must maintain:

☑ **Commercial General Liability Insurance** in at least an amount of: __1,000,000.00__ per occurrence.

☑ **Automobile Liability Insurance** in at least an amount of: __1,000,000.00__ per occurrence.

☐ **Professional/Malpractice/Errors and Omission Insurance** in at least an amount of: _____per occurrence. Notwithstanding the forgoing, Vendor's are not required to list the State as an additional insured for this type of policy.

☐ **Commercial Crime and Third Party Fidelity Insurance** in an amount of: _____ per occurrence.

☐ **Cyber Liability Insurance** in an amount of: _____ per occurrence.

☐ **Builders Risk Insurance** in an amount equal to 100% of the amount of the Contract.

☐ **Pollution Insurance** in an amount of: _____ per occurrence.

☐ **Aircraft Liability** in an amount of: _____ per occurrence.

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**9. WORKERS' COMPENSATION INSURANCE:** Vendor shall comply with laws relating to workers compensation, shall maintain workers' compensation insurance when required, and shall furnish proof of workers' compensation insurance upon request.

**10. VENUE:** All legal actions for damages brought by Vendor against the State shall be brought in the West Virginia Claims Commission. Other causes of action must be brought in the West Virginia court authorized by statute to exercise jurisdiction over it.

**11. LIQUIDATED DAMAGES:** This clause shall in no way be considered exclusive and shall not limit the State or Agency's right to pursue any other available remedy. Vendor shall pay liquidated damages in the amount specified below or as described in the specifications:

☐ _____ for B _____ .

☐ Liquidated Damages Contained in the Specifications.

☑ Liquidated Damages Are Not Included in this Contract.

**12. ACCEPTANCE:** Vendor's signature on its bid, or on the certification and signature page, constitutes an offer to the State that cannot be unilaterally withdrawn, signifies that the product or service proposed by vendor meets the mandatory requirements contained in the Solicitation for that product or service, unless otherwise indicated, and signifies acceptance of the terms and conditions contained in the Solicitation unless otherwise indicated.

**13. PRICING:** The pricing set forth herein is firm for the life of the Contract, unless specified elsewhere within this Solicitation/Contract by the State. A Vendor's inclusion of price adjustment provisions in its bid, without an express authorization from the State in the Solicitation to do so, may result in bid disqualification. Notwithstanding the foregoing, Vendor must extend any publicly advertised sale price to the State and invoice at the lower of the contract price or the publicly advertised sale price.

**14. PAYMENT IN ARREARS:** Payments for goods/services will be made in arrears only upon receipt of a proper invoice, detailing the goods/services provided or receipt of the goods/services, whichever is later. Notwithstanding the foregoing, payments for software maintenance, licenses, or subscriptions may be paid annually in advance.

**15. PAYMENT METHODS:** Vendor must accept payment by electronic funds transfer and P-Card. (The State of West Virginia's Purchasing Card program, administered under contract by a banking institution, processes payment for goods and services through state designated credit cards.)

**16. TAXES:** The Vendor shall pay any applicable sales, use, personal property or any other taxes arising out of this Contract and the transactions contemplated thereby. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.

**17. ADDITIONAL FEES:** Vendor is not permitted to charge additional fees or assess additional charges that were not either expressly provided for in the solicitation published by the State of West Virginia, included in the Contract, or included in the unit price or lump sum bid amount that Vendor is required by the solicitation to provide. Including such fees or charges as notes to the solicitation may result in rejection of vendor's bid. Requesting such fees or charges be paid after the contract has been awarded may result in cancellation of the contract.

**18. FUNDING:** This Contract shall continue for the term stated herein, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise made available, this Contract becomes void and of no effect beginning on July 1 of the fiscal year for which funding has not been appropriated or otherwise made available. If that occurs, the State may notify the Vendor that an alternative source of funding has been obtained and thereby avoid the automatic termination. Non-appropriation or non-funding shall not be considered an event of default.

**19. CANCELLATION:** The Purchasing Division Director reserves the right to cancel this Contract immediately upon written notice to the vendor if the materials or workmanship supplied do not conform to the specifications contained in the Contract. The Purchasing Division Director may also cancel any purchase or Contract upon 30 days written notice to the Vendor in accordance with West Virginia Code of State Rules § 148-1-5.2.b.

**20. TIME:** Time is of the essence regarding all matters of time and performance in this Contract.

**21. APPLICABLE LAW:** This Contract is governed by and interpreted under West Virginia law without giving effect to its choice of law principles. Any information provided in specification manuals, or any other source, verbal or written, which contradicts or violates the West Virginia Constitution, West Virginia Code, or West Virginia Code of State Rules is void and of no effect.

**22. COMPLIANCE WITH LAWS:** Vendor shall comply with all applicable federal, state, and local laws, regulations and ordinances. By submitting a bid, Vendor acknowledges that it has reviewed, understands, and will comply with all applicable laws, regulations, and ordinances.

> **SUBCONTRACTOR COMPLIANCE:** Vendor shall notify all subcontractors providing commodities or services related to this Contract that as subcontractors, they too are required to comply with all applicable laws, regulations, and ordinances. Notification under this provision must occur prior to the performance of any work under the contract by the subcontractor.

**23. ARBITRATION:** Any references made to arbitration contained in this Contract, Vendor's bid, or in any American Institute of Architects documents pertaining to this Contract are hereby deleted, void, and of no effect.

**24. MODIFICATIONS:** This writing is the parties' final expression of intent. Notwithstanding anything contained in this Contract to the contrary no modification of this Contract shall be binding without mutual written consent of the Agency, and the Vendor, with approval of the Purchasing Division and the Attorney General's office (Attorney General approval is as to form only). Any change to existing contracts that adds work or changes contract cost, and were not included in the original contract, must be approved by the Purchasing Division and the Attorney General's Office (as to form) prior to the implementation of the change or commencement of work affected by the change.

**25. WAIVER:** The failure of either party to insist upon a strict performance of any of the terms or provision of this Contract, or to exercise any option, right, or remedy herein contained, shall not be construed as a waiver or a relinquishment for the future of such term, provision, option, right, or remedy, but the same shall continue in full force and effect. Any waiver must be expressly stated in writing and signed by the waiving party.

**26. SUBSEQUENT FORMS:** The terms and conditions contained in this Contract shall supersede any and all subsequent terms and conditions which may appear on any form documents submitted by Vendor to the Agency or Purchasing Division such as price lists, order forms, invoices, sales agreements, or maintenance agreements, and includes internet websites or other electronic documents. Acceptance or use of Vendor's forms does not constitute acceptance of the terms and conditions contained thereon.

**27. ASSIGNMENT:** Neither this Contract nor any monies due, or to become due hereunder, may be assigned by the Vendor without the express written consent of the Agency, the Purchasing Division, the Attorney General's office (as to form only), and any other government agency or office that may be required to approve such assignments.

**28. WARRANTY:** The Vendor expressly warrants that the goods and/or services covered by this Contract will: (a) conform to the specifications, drawings, samples, or other description furnished or specified by the Agency; (b) be merchantable and fit for the purpose intended; and (c) be free from defect in material and workmanship.

**29. STATE EMPLOYEES:** State employees are not permitted to utilize this Contract for personal use and the Vendor is prohibited from permitting or facilitating the same.

**30. PRIVACY, SECURITY, AND CONFIDENTIALITY:** The Vendor agrees that it will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the Agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the Agency's policies, procedures, and rules. Vendor further agrees to comply with the Confidentiality Policies and Information Security Accountability Requirements, set forth in www.state.wv.us/admin/purchase/privacy.

**31. YOUR SUBMISSION IS A PUBLIC DOCUMENT:** Vendor's entire response to the Solicitation and the resulting Contract are public documents. As public documents, they will be disclosed to the public following the bid/proposal opening or award of the contract, as required by the competitive bidding laws of West Virginia Code §§ 5A-3-1 et seq., 5-22-1 et seq., and 5G-1-1 et seq. and the Freedom of Information Act West Virginia Code §§ 29B-1-1 et seq.

DO NOT SUBMIT MATERIAL YOU CONSIDER TO BE CONFIDENTIAL, A TRADE SECRET, OR OTHERWISE NOT SUBJECT TO PUBLIC DISCLOSURE.

Submission of any bid, proposal, or other document to the Purchasing Division constitutes your explicit consent to the subsequent public disclosure of the bid, proposal, or document. The Purchasing Division will disclose any document labeled "confidential," "proprietary," "trade secret," "private," or labeled with any other claim against public disclosure of the documents, to include any "trade secrets" as defined by West Virginia Code § 47-22-1 et seq. All submissions are subject to public disclosure without notice.

**32. LICENSING:** In accordance with West Virginia Code of State Rules § 148-1-6.1.e, Vendor must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, West Virginia Insurance Commission, or any other state agency or political subdivision. Obligations related to political subdivisions may include, but are not limited to, business licensing, business and occupation taxes, inspection compliance, permitting, etc. Upon request, the Vendor must provide all necessary releases to obtain information to enable the Purchasing Division Director or the Agency to verify that the Vendor is licensed and in good standing with the above entities.

> **SUBCONTRACTOR COMPLIANCE:** Vendor shall notify all subcontractors providing commodities or services related to this Contract that as subcontractors, they too are required to be licensed, in good standing, and up-to-date on all state and local obligations as described in this section. Obligations related to political subdivisions may include, but are not limited to, business licensing, business and occupation taxes, inspection compliance, permitting, etc. Notification under this provision must occur prior to the performance of any work under the contract by the subcontractor.

**33. ANTITRUST:** In submitting a bid to, signing a contract with, or accepting a Award Document from any agency of the State of West Virginia, the Vendor agrees to convey, sell, assign, or transfer to the State of West Virginia all rights, title, and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the State of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to Vendor.

**34. VENDOR NON-CONFLICT:** Neither Vendor nor its representatives are permitted to have any interest, nor shall they acquire any interest, direct or indirect, which would compromise the performance of its services hereunder. Any such interests shall be promptly presented in detail to the Agency.

**35. VENDOR RELATIONSHIP:** The relationship of the Vendor to the State shall be that of an independent contractor and no principal-agent relationship or employer-employee relationship is contemplated or created by this Contract. The Vendor as an independent contractor is solely liable for the acts and omissions of its employees and agents. Vendor shall be responsible for selecting, supervising, and compensating any and all individuals employed pursuant to the terms of this Solicitation and resulting contract. Neither the Vendor, nor any employees or subcontractors of the Vendor, shall be deemed to be employees of the State for any purpose whatsoever. Vendor shall be exclusively responsible for payment of employees and contractors for all wages and salaries, taxes, withholding payments, penalties, fees, fringe benefits, professional liability insurance premiums, contributions to insurance and pension, or other deferred compensation plans, including but not limited to, Workers' Compensation and Social Security obligations, licensing fees, etc. and the filing of all necessary documents, forms, and returns pertinent to all of the foregoing.

Vendor shall hold harmless the State, and shall provide the State and Agency with a defense against any and all claims including, but not limited to, the foregoing payments, withholdings, contributions, taxes, Social Security taxes, and employer income tax returns.

**36. INDEMNIFICATION:** The Vendor agrees to indemnify, defend, and hold harmless the State and the Agency, their officers, and employees from and against: (1) Any claims or losses for services rendered by any subcontractor, person, or firm performing or supplying services, materials, or supplies in connection with the performance of the Contract; (2) Any claims or losses resulting to any person or entity injured or damaged by the Vendor, its officers, employees, or subcontractors by the publication, translation, reproduction, delivery, performance, use, or disposition of any data used under the Contract in a manner not authorized by the Contract, or by Federal or State statutes or regulations; and (3) Any failure of the Vendor, its officers, employees, or subcontractors to observe State and Federal laws including, but not limited to, labor and wage and hour laws.

**37. NO DEBT CERTIFICATION:** In accordance with West Virginia Code §§ 5A-3-10a and 5-22-1(i), the State is prohibited from awarding a contract to any bidder that owes a debt to the State or a political subdivision of the State. By submitting a bid, or entering into a contract with the State, Vendor is affirming 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, neither the Vendor nor any related party owe a debt as defined above, and neither the Vendor nor any related party are in employer default as defined in the statute cited above unless the debt or employer default is permitted under the statute.

**38. CONFLICT OF INTEREST:** Vendor, its officers or members or employees, shall not presently have or acquire an interest, direct or indirect, which would conflict with or compromise the performance of its obligations hereunder. Vendor shall periodically inquire of its officers, members and employees to ensure that a conflict of interest does not arise. Any conflict of interest discovered shall be promptly presented in detail to the Agency.

**39. REPORTS:** Vendor shall provide the Agency and/or the Purchasing Division with the following reports identified by a checked box below:

☑ Such reports as the Agency and/or the Purchasing Division may request. Requested reports may include, but are not limited to, quantities purchased, agencies utilizing the contract, total contract expenditures by agency, etc.

☐ Quarterly reports detailing the total quantity of purchases in units and dollars, along with a listing of purchases by agency. Quarterly reports should be delivered to the Purchasing Division via email at purchasing.division@wv.gov.

**40. BACKGROUND CHECK:** In accordance with W. Va. Code § 15-2D-3, the State reserves the right to prohibit a service provider's employees from accessing sensitive or critical information or to be present at the Capitol complex based upon results addressed from a criminal background check. Service providers should contact the West Virginia Division of Protective Services by phone at (304) 558-9911 for more information.

**41. PREFERENCE FOR USE OF DOMESTIC STEEL PRODUCTS:** Except when authorized by the Director of the Purchasing Division pursuant to W. Va. Code § 5A-3-56, no contractor may use or supply steel products for a State Contract Project other than those steel products made in the United States. A contractor who uses steel products in violation of this section may be subject to civil penalties pursuant to W. Va. Code § 5A-3-56. As used in this section:

a. "State Contract Project" means any erection or construction of, or any addition to, alteration of or other improvement to any building or structure, including, but not limited to, roads or highways, or the installation of any heating or cooling or ventilating plants or other equipment, or the supply of and materials for such projects, pursuant to a contract with the State of West Virginia for which bids were solicited on or after June 6, 2001.

b. "Steel Products" means products rolled, formed, shaped, drawn, extruded, forged, cast, fabricated or otherwise similarly processed, or processed by a combination of two or more or such operations, from steel made by the open heath, basic oxygen, electric furnace, Bessemer or other steel making process.

c. The Purchasing Division Director may, in writing, authorize the use of foreign steel products if:

1. The cost for each contract item used does not exceed one tenth of one percent (.1%) of the total contract cost or two thousand five hundred dollars ($2,500.00), whichever is greater. For the purposes of this section, the cost is the value of the steel product as delivered to the project; or

2. The Director of the Purchasing Division determines that specified steel materials are not produced in the United States in sufficient quantity or otherwise are not reasonably available to meet contract requirements.

**42. PREFERENCE FOR USE OF DOMESTIC ALUMINUM, GLASS, AND STEEL:** In Accordance with W. Va. Code § 5-19-1 et seq., and W. Va. CSR § 148-10-1 et seq., for every contract or subcontract, subject to the limitations contained herein, for the construction, reconstruction, alteration, repair, improvement or maintenance of public works or for the purchase of any item of machinery or equipment to be used at sites of public works, only domestic aluminum, glass or steel products shall be supplied unless the spending officer determines, in writing, after the receipt of offers or bids, (1) that the cost of domestic aluminum, glass or steel products is unreasonable or inconsistent with the public interest of the State of West Virginia, (2) that domestic aluminum, glass or steel products are not produced in sufficient quantities to meet the contract requirements, or (3) the available domestic aluminum, glass, or steel do not meet the contract specifications. This provision only applies to public works contracts awarded in an amount more than fifty thousand dollars ($50,000) or public works contracts that require more than ten thousand pounds of steel products.

The cost of domestic aluminum, glass, or steel products may be unreasonable if the cost is more than twenty percent (20%) of the bid or offered price for foreign made aluminum, glass, or steel products. If the domestic aluminum, glass or steel products to be supplied or produced in a "substantial labor surplus area", as defined by the United States Department of Labor, the cost of domestic aluminum, glass, or steel products may be unreasonable if the cost is more than thirty percent (30%) of the bid or offered price for foreign made aluminum, glass, or steel products. This preference shall be applied to an item of machinery or equipment, as indicated above, when the item is a single unit of equipment or machinery manufactured primarily of aluminum, glass or steel, is part of a public works contract and has the sole purpose or of being a permanent part of a single public works project. This provision does not apply to equipment or machinery purchased by a spending unit for use by that spending unit and not as part of a single public works project.

All bids and offers including domestic aluminum, glass or steel products that exceed bid or offer prices including foreign aluminum, glass or steel products after application of the preferences provided in this provision may be reduced to a price equal to or lower than the lowest bid or offer price for foreign aluminum, glass or steel products plus the applicable preference. If the reduced bid or offer prices are made in writing and supersede the prior bid or offer prices, all bids or offers, including the reduced bid or offer prices, will be reevaluated in accordance with this rule.

**43. INTERESTED PARTY SUPPLEMENTAL DISCLOSURE:** W. Va. Code § 6D-1-2 requires that for contracts with an actual or estimated value of at least $1 million, the Vendor must submit to the Agency a disclosure of interested parties prior to beginning work under this Contract. Additionally, the Vendor must submit a supplemental disclosure of interested parties reflecting any new or differing interested parties to the contract, which were not included in the original pre-work interested party disclosure, within 30 days following the completion or termination of the contract. A copy of that form is included with this solicitation or can be obtained from the WV Ethics Commission. This requirement does not apply to publicly traded companies listed on a national or international stock exchange. A more detailed definition of interested parties can be obtained from the form referenced above.

**44. PROHIBITION AGAINST USED OR REFURBISHED:** Unless expressly permitted in the solicitation published by the State, Vendor must provide new, unused commodities, and is prohibited from supplying used or refurbished commodities, in fulfilling its responsibilities under this Contract.

**45. VOID CONTRACT CLAUSES:** This Contract is subject to the provisions of West Virginia Code § 5A-3-62, which automatically voids certain contract clauses that violate State law.

**46. ISRAEL BOYCOTT:** Bidder understands and agrees that, pursuant to W. Va. Code § 5A-3-63, it is prohibited from engaging in a boycott of Israel during the term of this contract.

**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.

**(Printed Name and Title)** _John Sun, Director_

**(Address)** _43039 Castlebar Street, South Riding, VA 20152_

**(Phone Number) / (Fax Number)** _(571) 217-8513_

**(email address)** _john.sun@uhcsoftware.com_

**CERTIFICATION AND SIGNATURE:** By signing below, or submitting documentation through *wv*OASIS, 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 this bid or offer was made without prior understanding, agreement, or connection with any entity submitting a bid or offer for the same material, supplies, equipment or services; that this bid or offer is in all respects fair and without collusion or fraud; that this Contract is accepted or entered into without any prior understanding, agreement, or connection to any other entity that could be considered a violation of law; 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.*

United Healthcare Software Inc
_____
**(Company)**

*John Sun* (signature)
_____
**(Signature of Authorized Representative)**

John Sun, Director
_____
**(Printed Name and Title of Authorized Representative) (Date)**

(571) 217-8513
_____
**(Phone Number) (Fax Number)**

john.sun@uhcsoftware.com
_____
**(Email Address)**

**Revised 8/24/2023**

**Design, Technical, and Support Services for the Mid-Atlantic Career Consortium (MACC) System**

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## SPECIFICATIONS

1. **PURPOSE AND SCOPE:** The West Virginia Purchasing Division is soliciting bids on behalf of WorkForce West Virginia to establish a contract for multiple software developer positions. WorkForce West Virginia requires two (2) Senior Programmers to serve as Technical Leads for System Architecture and Database Administration.

2. **DEFINITIONS:** The terms listed below shall have the meanings assigned to them below. Additional definitions can be found in section 2 of the General Terms and Conditions.

    2.1 **"Contract Services"** means the senior programmers who will serve as liaison between the staff and technical staff of WorkForce West Virginia for matters relating to the Mid-Atlantic Career Consortium (MACC) system as more fully described in these specifications.

    2.2 **"Pricing Page"** means the pages, contained wvOASIS or attached hereto as Exhibit A, upon which Vendor should list its proposed price for the Contract Services.

    2.3 **"Solicitation"** means the official notice of an opportunity to supply the State with goods or services that is published by the Purchasing Division.

    2.4 **"MACC"** means the Mid-Atlantic Career Consortium.

    2.5 **"DOL"** means the US Department of Labor

    2.6 **"TEGL"** means Training AND Employment Guidance Letters

    2.7 **"SWIS"** means State Wage Interchange System

    2.8 **"UI"** means Unemployment insurance

    2.9 **"AWS"** means Amazon Web Services

    2.10 **"UIPL"** means Unemployment Insurance Program Letters

    2.11 **"WFWV"** means WorkForce West Virginia

**2.12 "Normal business hours"** means a 7½-hour day, 5 days a week, between the hours of 8:00 a.m. to 5:00 p.m. with a lunch break of no less than 30 minutes, excluding holidays

**2.13 "Holidays"** means New Year's Day, the first day of January; Martin Luther King's Birthday, the third Monday of January; Presidents' Day, the third Monday of February; Memorial Day, the last Monday in May; West Virginia Day, the twentieth day of June; Independence Day, the fourth day of July; Labor Day, the first Monday of September; Columbus Day, the second Monday of October; Veterans' Day, the eleventh day of November; Thanksgiving Day, the fourth Thursday of November; Lincoln's Day, the fourth Friday of November; Christmas Day, the twenty-fifth day of December; any day on which a State-wide election (Primary, General, or Special) is held, and, such other days as the President, Governor or other duly constituted authority proclaim to be official holidays or days of special observance or Thanksgiving, or days for the general cessation of business

3. **QUALIFICATIONS:** Vendor, or Vendor's staff if requirements are inherently limited to individuals rather than corporate entities, shall have the following minimum qualifications:

   **3.1.** Senior programmers must have a minimum of four (4) years of programming experience with Visual Basic 6, COM+, ASP, XML, XSL, XSLT, TransactSQL, VBScript, JavaScript and .NET Framework 2.5 or later. References verifying experience should be supplied with bid response and will be required before award.

   **3.2.** Senior programmers must have a minimum of four (4) years of experience with Microsoft SQL Server administration and clustering, and Microsoft IIS Web Server administration. References verifying experience should be supplied with bid response, and will be required before award.

   **3.3.** Senior programmers must have a minimum of one (1) year experience with configuring and maintaining the WCC ELISE Application Suite for probabilistic data matching. References verifying experience should be supplied with bid response, and will be required before award.

3.4. Senior programmers must have a minimum of four (4) years of experience with Crystal Reports/Business Objects reporting tools. References verifying experience should be supplied with bid response and will be required before award.

3.5. Vendor's staff will be working 100% on WFWV projects during standard business hours.

4. **MANDATORY REQUIREMENTS Mandatory Contract Services Requirements and Deliverables:** Contract Services must meet or exceed the mandatory requirements listed below.

4.1. **Vendor must provide a senior programmer that must perform the following Technical Lead for system development tasks on a full-time basis.**

4.1.1. Must provide direction, concepts, and business requirements analysis for the project.

4.1.2. Must prepare estimates and schedules for work and work with MACC system manager to assign priorities.

4.1.3. Must develop policies and procedures in coordination with the MACC system manager to ensure 24x7x365 system operation and support for all system users.

4.1.4. Must support annual DOL data validation efforts by creating samples, compiling, and verifying results, and submitting results.

4.1.5. Must oversee the deployment of system changes to the development and production environments.

4.1.6. Must develop application development standards within the MACC unit.

4.1.7. Must provide responses to WorkForce management.

4.1.8. Must monitor the performance of the development and production environments.

4.1.9. Analysis, scope definition, design, and implementation of new or modified functionality within the MACC application.

**4.1.10.** Assist in resolving and tracking help desk and other system issues.

**4.1.11.** Provide operational support for all users, including clients, staff, employers, training providers, agency partners, and the general public.

**4.1.12.** Field technical questions from both state and MACC unit personnel.

**4.1.13.** Implement federal program requirements as stated in DOL TEGL and UIP advisories found at https://www.dol.gov/agencies/eta/advisories

**4.1.14.** Interface with other state agencies, such as unemployment insurance and the Department of Health and Human resources, to develop data sharing policies and procedures.

**4.1.15.** Produce ad-hoc reports based on MACC system data.

**4.1.16.** Prepare, maintain, and follow project plans including task assignments, milestones, and deliverables preceding all development and implementation efforts.

**4.1.17.** Test all new developments, enhancements, modifications, following pre-defined and mutually agreed upon testing scenarios.

**4.1.18.** Document all work such that WorkForce staff may analyze the work performed and make enhancements as needed.

**4.1.19.** Attend regular MACC unit and user focus group meetings as requested to discuss problems, future enhancements, etc.

**4.1.20.** Participate in knowledge transfer activities with MACC unit staff as directed by the MACC system manager.

**4.1.21.** Provide guidance and advice on topics including, but not limited to: emerging technology and tools that will enhance or improve the functionality and performance of the MACC system.

**4.1.22.** Work outside of normal business hours, including evenings, nights, weekends, and holidays, may be needed for system updates, troubleshooting, etc.

**4.1.23.** Work under the general supervision and direction of the MACC system manager.

**4.1.24.** Senior programmer must have a minimum of five (5) years of experience with the requirements of the US Department of Labor: Workforce Innovation and Opportunity Act, Wagner-Peyser Act of 1933, Trade Act of 1974, and National Dislocated Worker Grants (NDWGs). Documentation of experience must be provided upon request.

**4.1.25.** Senior programmer must have a minimum of five (5) years of experience working with the Mid-Atlantic Career Consortium (MACC) system in any of the consortium member states (e.g., Maryland, Pennsylvania, Virginia, or West Virginia). Documentation of experience must be provided upon request.

**4.1.26.** Must provide services onsite at WorkForce West Virginia offices in Charleston WV.

**4.2. Vendor must provide a senior programmer that must perform the following Technical Lead for Database Administrator tasks, on a full-time basis.**

**4.2.1.** Must provide direction, concepts, and business requirements analysis for the project.

**4.2.2.** Must prepare estimates and schedules for work and work with MACC system manager to assign priorities.

**4.2.3.** Must develop policies and procedures in coordination with the MACC system manager to ensure 24x7x365 system operation and support for all system users.

**4.2.4.** Must support annual DOL data validation efforts by creating samples, compiling, and verifying results, and submitting results.

**4.2.5.** Must oversee the deployment of system changes to the development and production environments.

**4.2.6.** Must develop application development standards within the MACC unit.

**4.2.7.** Must provide responses to WorkForce management.

**4.2.8.** Must monitor the performance of the development and production environments.

**4.2.9.** Analysis, scope definition, design, and implementation of new or modified functionality within the MACC application.

**4.2.10.** Assist in resolving and tracking help desk and other system issues.

**4.2.11.** Provide operational support for all users, including clients, staff, employers, training providers, agency partners, and the general public.

**4.2.12.** Field technical questions from both state and MACC unit personnel.

**4.2.13.** Implement federal program requirements as stated in DOL TEGL and UIPL advisories.

**4.2.14.** Interface with other state agencies, such as unemployment insurance and the Department of Health and Human resources, to develop data sharing policies and procedures.

**4.2.15.** Produce ad-hoc reports based on MACC system data.

**4.2.16.** Prepare, maintain, and follow project plans including task assignments, milestones, and deliverables preceding all development and implementation efforts.

**4.2.17.** Test all new developments, enhancements, modifications, following pre-defined and mutually agreed upon testing scenarios.

**4.2.18.** Document all work such that WorkForce staff may analyze the work performed and make enhancements as needed.

**4.2.19.** Attend regular MACC unit and user focus group meetings as requested to discuss problems, future enhancements, etc.

**4.2.20.** Participate in knowledge transfer activities with MACC unit staff as directed by the MACC system manager.

**4.2.21.** Provide guidance and advice on topics including, but not limited to: emerging technology and tools that will enhance or improve the functionality and performance of the MACC system.

**4.2.22.** Work outside of normal business hours, including evenings, nights, weekends, and holidays, may be needed for system updates, troubleshooting, etc.

**4.2.23.** Work under the general supervision and direction of the MACC system manager.

**4.2.24.** Senior programmer must have a minimum of five (5) years of experience with the requirements of the US Department of Labor: Workforce Innovation and Opportunity Act, Wagner-Peyser Act of 1933, Trade Act of 1974, and National Dislocated Worker Grants (NDWGs). Documentation of experience must be provided upon request.

**4.2.25.** Senior programmer must have a minimum of five (5) years of experience working with the Mid-Atlantic Career Consortium (MACC) system in any of the consortium member states (e.g., Maryland, Pennsylvania, Virginia, or West Virginia). Documentation of experience must be provided upon request.

**4.2.26.** Must provide services within the United States of America.

## 5. CONTRACT AWARD:

**5.1. Contract Award:** The Contract is intended to provide Agency with a purchase price for the Contract Services. The Contract shall be awarded to the Vendor that provides the Contract Services meeting the required specifications for the lowest overall total cost as shown on the Pricing Pages.

**5.2. Pricing Page:** Vendor should complete the Pricing Page by (Exhibit A) and submit it as part of the bid response. Vendor should complete the Pricing Page in full as failure to complete the Pricing Page in its entirety may result in Vendor's bid being disqualified.

Vendor should type or electronically enter the information into the Pricing Pages through wvOASIS, if available, or as an electronic document.

**6. PERFORMANCE:** Vendor and Agency shall agree upon a schedule for performance of Contract Services and Contract Services Deliverables, unless such a schedule is already included herein by Agency. In the event that this Contract is designated as an open-end contract, Vendor shall perform in accordance with the release orders that may be issued against this Contract.

**7. PAYMENT:** Agency shall pay hourly rate per month, as shown on the Pricing Pages, for all Contract Services performed and accepted under this Contract. Vendor shall accept payment in accordance with the payment procedures of the State of West Virginia.

8. **Travel:** Vendor shall be responsible for all mileage and travel costs, including travel time, associated with performance of this Contract. Any anticipated mileage or travel costs may be included in the flat fee or hourly rate listed on Vendor's bid, but such costs will not be paid by the agency separately.

9. **FACILITIES ACCESS:** Performance of Contract Services may require access cards and/or keys to gain entrance to Agency's facilities. In the event that access cards and/or keys are required:

   **9.1.** Vendor must identify principal service personnel which will be issued access cards and/or keys to perform service.

   **9.2.** Vendor will be responsible for controlling cards and keys and will pay replacement fee, if the cards or keys become lost or stolen.

   **9.3.** Vendor shall notify Agency immediately of any lost, stolen, or missing card or key.

   **9.4.** Anyone performing under this Contract will be subject to Agency's security protocol and procedures.

   **9.5.** Vendor shall inform all staff of Agency's security protocol and procedures.

10. **VENDOR DEFAULT:**

    **10.1.** The following shall be considered a vendor default under this Contract.

        **10.1.1.** Failure to perform Contract Services in accordance with the requirements contained herein.

        **10.1.2.** Failure to comply with other specifications and requirements contained herein.

        **10.1.3.** Failure to comply with any laws, rules, and ordinances applicable to the Contract Services provided under this Contract.

10.1.4. Failure to remedy deficient performance upon request.

10.2. The following remedies shall be available to Agency upon default.

10.2.1. Immediate cancellation of the Contract.

10.2.2. Immediate cancellation of one or more release orders issued under this Contract.

10.2.3. Any other remedies available in law or equity.

## 11. MISCELLANEOUS:

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

**Contract Manager:** John Sun

**Telephone Number:** (571) 217-8513

**Fax Number:** _____

**Email Address:** john.sun@uhcsoftware.com

# JOHN SUN

Technical Lead System Architecture

## PROFILE

Currently working as a SME for DOL, specialized in the enterprise-wide legacy system migration and modernization to AWS Cloud and Azure.

Before DOL, I achieved the legacy application transitions for ATF portal to Oracle Web Center, OPM legacy system modernization, VA VHIM and VLER projects.

My expertise is providing solutions to enterprise application integration (EAI) utilizing cutting-edge technologies such as big data analysis, AWS cloud, Azure, micro-services, n-tier, data-centric, and SOA, etc.

## ACHIEVMENTS

- DOL AWS MVP with variety of technologies.
- DOL VETS data exchange with DoD DMDC Portal.
- DOL .NET ASP to Azure.
- ATF Web 2.0 portal in Oracle Web Center/UCM and SES.
- OPM eQIP ETL and BI BRMS.
- The data migration and integration of VETERANS BHIE, VLER, and CDS (HL7).

## HIGHLIGHTS

- 25+ years of programming experience utilizing numerous computer languages and various databases to serve the data sharing and exchanging.
- 20+ years Oracle, and its applications, such as Fusion, WebCenter, ADF, UCM. Current Oracle 19c.
- 10+ years of SOA experience including ETL/BPEL, ESB, JMS, Web Service, RESTFUL, SOAP, Spring Framework, NODEJS, MongoDB.
- 5+ years latest cutting-edge technologies to migrate legacy applications to AWS Cloud with NODEJS, Python, Django, ELK, and Spring.
- SQL/PL experience since 1996 and current. Oracle, SQL Server to ELK, and AWS/RDS.
- Linux/UNIX since 1996 and current.
- Coding in Java, .Net, since 1996 and current.

## STRENGTH

- Provide IT architecture solutions.
- Legacy application modernization.
- Creative thinking and Enjoy Problem-solving.

## TECHNICAL SKILLS

- **Software Development Methodology:** Agile Scrum/Jira, Object Oriented Design and Development, RUP, Xtream Programing, SDLC, and Continues Integration.
- **Languages:** Java/J2EE, JavaScript/VBScripts, D/HTML, XML/XSD/WSDL/JSON, XSL/XSLT, ASP, JSP, C/C++, Visual Basic, Perl/UNIX Shell scripts, Python, SQL/PL, UML, ColdFusion,
- **Databases:** Oracle 19/12/11g, MongoDB, PostgreSQL, MySQL, MS SQL Server, Cache, IBM DB2, Software AG Natural

- *Platforms and OS:* Oracle/WebLogic, IBM WebSphere, JBoss, UNIX/SunOS, IBM AIX, Linux, Microsoft Windows XP, DOS, Windows Server, NT Workstation/Server, Windows IIS, Tomcat, Resin, FREEBXML Metadata Registry/Repository
- *Networking:* TCP/IP, VisiBroker Corba/ORB, RMI/IIOP, RPC/SOAP, LDAP, JNDI/DNS
- *Tools:* Maven, Jenkins, JIRA, Eclipse, Oracle JDeveloper, IBM WebSphere, and Host Access Transformation Services (HATS), IBM Rose/Rational Suite and Rational Software Architecture, IBM WebSphere DataStage, Stylus Studio 2007, XMLSpy, Rational ClearCase, CVS, PVC, and Ant, JProbe, PerformaSure, ParaSoft JTest, JUnit, Mercury WinRunner, LoadRunner, JDBC
- *Architectural Framework:* Elasticsearch, Hadoop, Talend ETL, AngularJS, Node.JS/MongoDB, Spring framework, Spring MVC, Oracle Fusion Middleware, Web Services, SOA/ESB, MDA, Struts, Ajax, SOAP/Axis, REST, Enterprise BMP

### WORK HISTORY

**Senior IT Consultant at DOL**
08/2015 - Current (9 years)
Subcontractor to Aster Sanders/Zolon TECH /MAXIMUS/Mindpetal
Working for DOL OASAM/OCIO Software as a Service (SaaS) and Application Engineering Group (AEG)

**Tasks:** Leading DOL OCIO software development expertise in support of various projects upgrading to the latest technologies, involving Java, LAMP applications to AWS, .NET applications to Azure. Responsivities in such are database and legacy application migrations including the software system development, integration, system infrastructure, security vulnerability assessment and MOU. Analyze information processing or computation needs. Plan and design computer systems, using techniques such as structured analysis, data modeling and information engineering. Coordinating the installation. Define the goals of the system and devise flow charts and diagrams describing logical operational steps of programs. Train staff and users to work with applications. Provide staff and users with assistance solving related problems, such as malfunctions and program problems. Main applications involved and technologies utilized:

- DOL Unemployment Insurance (UI) Claimant System (AWS Cloud) in Python Django/NodeJS/MySQL and Spring Framework
- VETS Data Exchange Interface (VDEI): Java (SOAP/WS), ETL in Qlik Talend, data visualization in Tableau, Oracle 19
- Enforcement Data Web and ETL: LAMP, Node and react, Elastic, Java/Talend ETL, and Oracle 12/19
- SIMS/FOIA, and other OSDI .NET/SQL Server applications (ATS, Title VI/VII, RECIS, WBIS, AFFPP, etc.)
- OWCP/EFS and OALJ/CTS data crossing service: Java Talend ETL/AZURE and .NET/SQL

*Software Development Accomplishments:*

*DOL Identity Verification (IDV) Project:*
This project is the center of the DOL Unemployment Insurance (UI) Claimant System Identity Assurance Level (IAL) process.

- *Design:* completed IDV V1 architecture design
- *Infrastructure:* completed MVP inventory, includes Jenkins, AWS EC2, and MySQL database
- *Database:* created V1 database, connectivity, and schema (MySQL)

- *Pilot and V1:* completed the UI and backend data exchange with USPS IPP portal. Completed the V1 backend includes the enrollment, emails, barcode, pop IPP results from USPS IPP service and dispatch to SWA, in Python, Django, NODEJS.

*DOL State Workforce Team (SWA) Assistance:*

- This is an R&D that introduces the IAL venders Involvement of TransUnion and LexisNexis. Completed the pilots in coordination with the venders ID verification services in various technologies.
- Also, provided the solution of UI-wage calculations to SWA of Alaska and Idaho in ASP.NET and SQL Server.

*DOL Veterans' Data Exchange Initiate (VDEI) Project:*

- This is an ETL project that exchanges the DoD Transition Assistance Program (TAP) data from DoD DMDC TDRWS portal. Responsible for O&M and enhancements of the VDEI application and database in Oracle 19c. Also, responsible for the annual security assessment (ASA) of the project to be compliant with DOL OCIO Cybersecurity Policy Portfolio (CPP); resolving the POA&M and updating the security and technical document.
- Achieved upgrade the database schema to the latest TAP version 6.3.2. And updated the ETL to accept TAP v6.3.2 data. The ETL program is written in Java and Qlik Talend. The data visualizations are in Tableau.

*Previous Projects:*

- Initiative of DOL common operating environment (COE) for AEG, Policies and infrastructure of software development, IV&V, CI, release staging. Infrastructure provisioning of VM and cloud for SSDC datacenter.
- Supporting Data Act - familiarities with GSA data act plan and pilot projects in Python.
- Transitions of the ownership of legacy applications. Include ETL in Java and LAMP to Talend, Elastic Search, Oracle; .NET applications to AWS/EC2/RDS. Tasks performed included rebasing source code to GITLAB, the system infrastructure of the staging environments for SaaS. One of such projects was Veteran's Data Exchange Interface (VDEI) that retrieved participated Veteran's data from DOD and automatically registered them to DOL Vets benefits system.
- Java application migration includes Spring MVC/AngularJS, Tomcat, and PostgreSQL 9.1 to Oracle, Hibernate, uniformed all development in using maven projects, and the integration of SSO/AD/LDAP.
- CM and CI: Maven or ant Eclipse projects, SVN, GitHub, Jira, Jenkins, Linux OS (Ubuntu to RHL 6/7)
- Migrations of ETL applications to utilize Talend ETL, Elasticsearch, Hadoop, and PostgreSQL to Oracle.
- Migrations of LAMP applications to NodeJS, ReactJS, AngularJS, and Tableau. One of these projects was for the GOV public data sharing project. The public website is https://enforcedata.dol.gov.

**Senior Java Developer, SME at DOJ OJP**

08/2015 – 10/2016

INSIGHT GLOBAL, ARLINGTON, VA 22203 AUGUST 2015 – OCTOBER 2016

(DOJ, Office of Justice Program OJP, OCIO, DO6 Project), subcontract to CSRA

*Tasks:* Support SRA the renewal of SRA Office of Justice Program (OJP) DO6 management contract. The responsibilities were providing the solutions, based on the Agile Sprint, to refine the product backlogs, establish the product roadmap and the release plans to OJP OCIO core projects *Internal/External GMS.* Technics and technologies include Java/J2ee/Oracle 11g / WebLogic 12c, Struts 2.0, Spring Framework, Jenkins, etc. 70% of this job was troubleshooting, coding, and mentoring developers.

*Software Development Accomplishments:*

- Release of EPDR – Struts 2.0 enhancement development
- Release of OJJDPA – Struts 2.0 enhancement development
- Release of FCQ and OVW Form – creation of new OVW Form in PDF using Acrobat PDF Box. End users use PDF to enter data in PDF, submit the PDF online. The GMS/external will extract the data and save the data to GMS repository for reporting.
- Section 508 solutions support and applied the solution in new releases.
- Establishing the consolidation of DO6 deliverables from the creation of release plan, gathering requirements, test driven development, and SCM automation.

**Senior Java Developer at CMCI**
05/2015 – 07/2015
- Waiting for CBP on boarding process (e-Quip background check)

**IT Specialist/Technical Lead at Veterans Affairs (VLER DAS)**
03/2011 – 04/2015
Subcontractor to CACI

*Software Development Accomplishments:*

- Infrastructure and design the enterprise level data exchanging among DOD hospitals and laboratories. Initiative of VLER Data Access Services (DAS) including Clinical and Benefit data transportation platform in Soap/Rest web service using Spring Framework Java/J2EE in Oracle Fusion Middleware 11g and 12c, configuration management in Maven and Jenkins and code repository in SVN, standard operations of release, JIRA bug tracing. Also participated the standards of operation among all involved parties of the projects.
- Continuing support to Systems Engineering and Design Phase, production testing and deployment, and releases.
- Involvement of new data exchange and middleware technologies such as Java, NODE.JS, JSON, Python, GitHub, Oracle, and MongoDB,

*Project/Task: CACI VHA VLER Architect and System Assessments:*

Supporting VLER/DAS systems engineering, and design phase provided support to CACI senior developers for the software engineering and design phase of the VLER Core Business Process Model. In VLER/DAS development, integration, and testing phase provided resources to support the development of executable prototypes created in the software engineering and design phase into deployable products. In the product deployment phase provided resources to support testing and deployment, as well as 30-day post-deployment defect repair, during the

product deployment phase and support for product transition to VA OIT Product Support Services.

Also at the enterprise application integration level, provided the support to the development and implementation of deployable products that deliver the functionality derived from user stories, transition plans, and executable prototypes among all parties include DOD and VA hospitals, VA field offices and integrations with their applications. Provided support include involvement in delivery of the following documents and design, provided transition plans per executable prototype delivered from the systems engineering and design phase, provided the application design and analysis per deployable product, provided application deployment and testing plan per deployable product, and provided application integration and release documentation per deployable product.

Design Documentations include the system design, architect design in UML modeling, deployment guidance, release notes, and database design.

### Principal Systems Engineer/Lead Developer at ATF

07/2011 – 08/2012

Subcontractor to CNS-INC/HP Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF) Contract

*Development Accomplishments:*

Enterprise level efforts upgraded ATF KO portal to Oracle fusion middleware 11g/WebCenter Portal. The old portal was the gateway to all ATF internal applications and accessing their daily business routines. The solution provided to ATF KO portal included topologies of the web-farm network and load balancing, ADF application design, testing, and deployment. Oracle middleware WebCenter/UCM/SES prototype and implementations. Successfully migrated all ATF documents to UCM.

- Infrastructure of ATF KO re-designed in Oracle 11g Portal July - October 2011. Included Oracle 11g Fusion Middleware WebLogic server, Universal Content Management (UCM), WebCenter, WebCenter Space, and Security Enterprise Search (SES) installation and configuration.
- Migrated ATF KO Portal from Oracle 10g portal to 11g WebCenter portal October - December 2011 utilizing Oracle JDeveloper/ADF, UCM, and SES.
- ATF KO Portal 11g portal enhancements and maintenance - Oracle 11g WebCenter portal optimizations and UI customizations January – August 2012.

*Project/Task: ATF HP ESAIII Web Portal Knowledge Online (ATF-KO) Upgrading*

- To analyze the current architecture for ATF's web portal in addition to making recommendations, suggestions, and solutions.
- Developing and fixing existing J2EE/Java based application issues and enhancement, such as re-design and system infrastructure. Oracle 11g JDeveloper/ADF, UCM, Web center, SES.
- Assisting ATF-KO administration process and maintaining the portal. Provided ATF KO Web Portal application production support, release deployment, and Integration testing environment management.

IT Specialist/Lead Developer at OPM (eQIP)

03/2008 – 02/2011

Subcontractor to LIST INNOVATIVE SOLUTIONS.

*Development Accomplishments:*

- Provided enterprise level solution to OPM legacy system modernizations, such as SoftwareAG/IBM HUD applications, Images server transportations, EQIP alignments, etc. All applications either are internal of OPM field offices or external data transform with FBI/State Department/DOJ and other government agencies.
- EPIC Pilot 5 (Scheduling) Enterprise BMP application (Corticon BRMS[1], IBM/JBOSS 5, IBM MQ, JBOSS 5 MQ, and J2EE/EJB, JAXB) released to production in May 2010.
- AGYWeb/CVS 2.0 IBM WebSphere Portal and HATS application released to production in March 2010.
- POC – CVSTL Software AG Natural re-engineering and VPCF.
- Documentation following OPM CIO/Software Engineering Guidance for each release to production, UML using IBM Rational Software Architect

*Project/Task: OPM CIS/ASG/ISB EPIC Pilot 5 (Scheduling)*
Design and implemented Java components of EPIC Pilot 5 (Using Corticon Business Rules Engine (BRE) – law check record and inquiry scheduling) project. The BRE application is designed to provide a business management process (BMP) platform outside a conventional legacy enterprise application and its data storage. The application is developed in Java 6 and runs in JBOSS version 5.1 on a Linux OS computer. It interacts with COTS software Corticon Business Rules Management System using JAXB (WS-2.0). It retrieves data from IBM MQ and stores the results back PIPS database through Connex SQL Gateway. (Software AG Natural Adabase)

*Project/Task: OPM CIS/ASG/ISB e-QIP/PIPS/OPIS Realignment*
Redesign and develop Java application to integrate monitoring and failure recovery of POIS. It will streamline e-QIP, POIS, PIPS, and OPIS with Java/JSP web-application, IBM WAS Web Service, and MQ in Linux/JBoss. Evaluating re-writing PIPS Interface with new technologies such as Web Service, Java XML Binding, that convert XML data to Terry Cole Format and EDI document etc. (MYSQL)

*Project/Task: OPM CIS/ASG/ISB e-QIP New Form SF869B*
Responsible for Java development of adapting new e-QIP form SF869B. Work includes PIPS Software AG Natural database mapping, develop tools using JAXB to automatically generate mapping XML document that will be used to convert e-QIP form from XML to Terry Cole Format an EDI document.

*Project/Task: OPM CIS/ASG/ISB PIPS CVS 2.0*
PIPS Clearance Verification Service (CVS) 2.0 is the enhancements of OPM Web portal PIPS Agency Menu Web Portal (AGYWeb) application. It will enhance the existing HATS screens for CVS that exist through the OPM Portal. It will modify the current legacy CVS Search criteria. Applied Java/JSF/AJAX technologies in IBM WebSphere HATS version 7.5 it will fully transform the PIPS AGY Menu to modernized web-based application. (Software AG Natural Adabase)

*Project/Task: OPM CIS/ASG/ISB OPIS VPCF Application*
PIPS OPIS Image Integration (POII) Virtual Pending Case File (VPCF) is the incorporation of imaging features into the investigation's screens provided in PIPS. These features will provide

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[1] BRMS is known as BI nowadays.

users with the ability to view a list of image documents available for the viewed case file. The application retrieves data from both PIPS' IBM WebSphere Host on Demand (HOD), 3270 emulator and OPIS Document Scanning and Retrieval Functionality (DSRF) web services. It uses IBM HATS v7.5 building the Java/JSP web components to transform data with PIPS and DAEJA ViewOne to view image documents from the OPIS image .NET web service. (Software AG Natural Adabase and Oracle Stellent)

*Project/Task: OPM CIS/ASG/ISB POIS/PIPS Production Support*
PIPS Interface is an EDI application. It converts eQIP XML instances to Terry Cole Format documents that will persist to PIPS Software AG Natural database and be available to PIPS field investigators after. PIPS Interface is written in Java XML/JSP/JDBC/ANT/MYSQL technologies. Job daily routing includes writing Unix scripts and Java ANT scripts to deploy, monitoring, and trouble shooting.

**Data and Application Architect at VA (VHA CIO and HPMO)**
03/2008 – 02/2011
Subcontractor to CENTECH GROUP/HP, SAIC

As a Data Architect for Department of Veteran's Healthcare Administration (VHA) Veteran's Chief Informatics Office (CIO) enterprise architect team Healthcare Project Management Office (HPMO) VHA Healthcare Information Models (VHIM) Implementation project, which is the enterprise solution to provide the base data structure and metadata administrations for using in VHA and DoD. Later as an Application Architect for VA HDR II/CDS application team.

*Project/Task: VHA CIO Enterprise Architect Team HPMO VHIM Implementation Project:*

Responsibilities and achievements included UML modeling transformation to XML payloads. POC appraising VHIM implementation would use IBM DataStage or JAXB. Powered up UDDI and EBXML enterprise standard and service artifact repositories and registries in use, J2EE JAX-WS 2.0 and WebLogic 9/10. Data analysis and database design based on VHIM XML schemas for HDR II/CDS applications.

- Continuing Integration Engineering used in all project/applications in ANT/CVS/Maven/JUnit, etc. Mentoring DBA, System Network Admin
- Clio database design and CDS data HL7 2.4 to VHIM mapping.
- Established VHA VHIM metadata repository and registry using Open Source FREEBXML Repository/Registry V3.0 (JAX-WS2.0), WebLogic 9.2/10, Oracle 10g. Created RIM and Apache ANT build scripts automatically to register VHIM artifacts. Later, it would be used for other enterprise standards and artifacts.
- Established VHIM metadata repository and registry web service interfaced to VHIM Template Service (VTS) using AXIS 1.4, WebLogic 9.2/10. Integrated VTS client to VHA application standard interface CAIP in using LDAP, JNDI/DNS.
- Provided COTS software tooling and training support to VHA software re-engineering projects, such as migrating Rational Rose Model to Rational Software Architecture 6. XML Mapping tools and IBM DataStage.
- Provided Model / Message Driven Architecture (MDA) support, e.g. XML mapping, validation, and transformation. Provided database design support to VA HDR II /CDS application team. Provided VHIM release and configuration management support.

- All architect design used IBM Rational Software Architect in UML and database design in CA Erwin Modeling.

## Senior Software Engineer at NASA ESMD
07/2005 – 09/2005
**Subcontractor to** CIMARRON/SAIC for NASA ESMD, Office of CIO / SAIC Contract

*Project/Task: Dashboard v 1.0.0*

An EAI solutions to NASA CIO office to risk management and monitoring the daily/monthly progress status of their projects. The Dashboard project used web service integration of COTS tools to retrieve all ESMD project progressing and cost status and to provide links into ICE web portal for the analysis. Initializing Dashboard I used real time data residing in the NASA ICE portal to create an AJAX/SOAP/XML web service automatically displaying ESMD project risk metrics. It included the standard XML technologies normally used in web services include SOAP, WSDL, UDDI and XSD. The application deployed in Spring/Tomcat. The design was documented in IBM Rational Rose. Initializing the project also included Oracle 10g installation and database design. (Oracle 10g)

## Senior Software Engineer/Lead at ARC (NBCS)
11/2000 – 06/2005
**Subcontractor to** Northrop Grumman American Red Cross FLS/NBCS Development Center

*Project/Task: NBCS 2.0.0, October 2002 – June 2005*

NBCS 2.0.0 migrated from an AIX/Unix legacy application to a web-enabled WebLogic/Oracle application in J2EE. Actively playing key-role participated in the design and development that created a Struts similar web application framework. Interpreting the legacy C and Oracle stored procedures re-engineered a web-based server-side reporting system, an auto donor notification letter generation system, and a three-tier donor donation management system. Technologies involved included Java/J2EE JDK 1.3.1, JDBC 3.0, and XML/XSLT transformation, Open Source such as Ant/Jasper/JUnit. The application is developed in Resin 2.1.x and finally introduced WebLogic 7 to production. Used JProbe/PerformaSure accomplished smoking testing and the system appraisement. (Oracle 8)

*Project/Task: DBCU 2.0 Release, June 2001 - November 2002*

Upgraded DBCU 2.0 from Cold Fusion 4 to Cold Fusion 5 and delivered to production. Database tier re-wrote from cgi-bin to Java CORBA/ORB. Cold Fusion integrated with Java CORBA/ORB. Technologies used included JavaScript, Java, PL/SQL. (Oracle 7)

*Project/Task: NBCS ITR 1.1.0 Release, November 2000 - September 2002*

NBCS Internet Tele-Recruiter 1.1.0 was a web-enabled application which had replaced an old PC/Unix based Tele-Recruiter application written in Visual C++/Guipta. The system informed end users of scheduled and vacant beds for blood donation. Interpreting original C++ application designed and implemented Recruitment Appointment Scheduler. It would concurrently process donor information and make donation appointments. Technologies included Java/J2EE JDK 1.3.1, JDBC 3.0, XML/XSL transformation, and VisiBroker. The application client/web tier is in Struts 1.0, SOAP 2.1, and Oracle 7. Introduced JProbe, PerformaSure, ParaSoft JTest for performance testing and unit testing. The assessment directly helped the appraisal of the system infrastructure. (Oracle 7)

**Programmer/Analyst, Lead Developer at PEC Solutions**

07/1999 – 11/2000

*Project/Task: In House*

I did the cost effectiveness analysis of business rules implemented in Oracle stored procedures or in middle tiers. I participated in defining the company code standards of Java, VB, and ASP. I designed a 3-tier web application infrastructure and prototyped the framework. Prepared AOUSC FEPS, SEF, and USDA AMS MPR contract proposals. I also coordinated AOUSC FEPS and SEF projects. (Oracle)

*Project/Task: ATF N-Force V 1.6 Java Edition*

Participated as a lead developer in the Treasury Extended N-Force V1.6 PowerBuilder application migrated to Java/JDeveloper/ADF. I developed GUI in Java Swing. I also implemented the server-side database tier using RMI. (Sybase)

*Project/Task: OPTMS Application Database Conversion*

Client: Oblon, Spivak, McClelland, Maier & Neustadt, P.C.

Participated, as a lead developer and the point of contact to client, in the enterprise-wide Microsoft Access database migrated to Microsoft SQL Server 6.5. I integrated together three user authentications into one: the Oblon Patent and Trademark Management System (OPTMS) application user accounts, SQL Server logins, and Windows NT logins. I designed and implemented a database conversion toolkit in PowerBuilder. (SQL Server)

*Project/Task: USDA GDBWE Web Application Development*

Designed and implemented a three-tier web application in JDK 1.2 AWT for Microsoft Windows and JDK 1.0 AWT for Mac-OS. The server side was implemented in RMI. GUIs were interacting with other ASP applications. (Oracle)

*Project/Task: PACTS Urinalysis/DDETC Tracking Component*

Client: Administrative Office of the United States Courts

Lead developers facilitated the web-based application to transfer drug testing results electronically national-wide among 93 jurisdictions. The system would report and upload the pertinent chain of custody information to national drug testing facilities. It would allow officers to track and report the status and results of substance abuse tests. [PACTS Unify 4.1, HTML, JavaScript, Perl 5.005_05, C, RoboHELP]. (DB2)

**Programmer/Analyst at CYBERMEDIA TECHNOLOGIES**

07/1998 – 06/1999

*Project/Task: Consultant of Retired Person Services (AARP/RPS)*

My daily work included developing Ad hoc Oracle SQL reports in OSF UNIX. I participated in developing the RPS Revenue Reporting System using Oracle Forms 5.0 and Report 3.0. I participated in developing RPS HBS client/server application in OpenVMS Windows 95 environment. (Oracle)

*Project/Task: Various*

Designed and developed Web site www.cybermediatech.com and an E-Commerce web site www.discountgoods.com in Perl/CGI, Java/JavaScript, and Microsoft FrontPage 98. I designed and installed an office LAN: MS/Linux, Oracle Server 8.0 (Linux). Oracle databases design, installation, and administration for AARP/RPS in-house training. (Oracle)

**Programmer/Analyst at SOFTWARE SOLUTIONS**
07/1996 – 06/1998

*Project/Task: Various off-site projects*

Client: American Fleet Management Association & its truck companies

My daily work included writing the Unix C shell scripts to enhance batch accessing file management and bug fixes VAX macros for truck-satellite communication. I completed an e-mail processor in Lex & Yacc. I prepared the requirements and modularization of truck dispatching, freight billing, driver settlement, fuel tax, mileage and routing, mobile communication using in Select OMT modeling software. I participated in developing LAN applications with TCP/IP, SLIP/PPP in Unix C, and UDP, RMI in Java. I completed GUIs in Java/awt for those LAN applications. I participated in implementing UNIX gateway middleware in Jdk 1.1.5, JGL 3.0 in CORBA/Orb, IDL, and IIOP. I completed a Java web-based text file processor that was distributed over multiple platforms. Also joined a database project that migrated from MS Access to Oracle.

## EDUCATION

**George Mason University**
Graduated 1998

- Bachelor's degree in computer science

## CERTIFICATIONS & TRAINING

- Java EE 6 Certified (2015) Architecture Test for Java Architect
- Training - MongoDB and NODE JS (2014)   UNIVERSITY.MONGODB.COM
- Training - AWS (2016) - UDEMY.COM, AWS

## REFERENCES

- Available upon request.

## CITIZENSHIP

- U. S.

## SECURITY CLEARANCE

- Currently actively holding Public Trust (Confidential) from DOL.
- Inactive Public Trust of DOJ, Veterans Affairs (before 2015).
- Inactive Secret from U. S. Customs and Border Protection (CBP, 2016).
- Inactive TSC (2008 - 2013) from OPM.

# SUMEET SHROTRI
## Senior Programmer (Database Administrator)

## Summary

Accomplished database engineer with a strong focus on customer relations and the drive to produce accurate deliverables that fit both the needs and wants of the client. 19+ years of experience working in SQL Server, MySQL, and Oracle Databases. Experience with extraction, analyzing and transformation of data. Adaptive learner and a collaborator. Experience communicating with end users. Experience managing offshore teams to ensure quality deliverables. Highly skilled in business process research, data analysis and problem solving.

## Core Competencies

PL/SQL, SQL Loader, External tables, Bulk Operations, MS SQL Server, My SQL, Python – NumPy/Pandas, R, Tableau, UNIX Shell Scripting, Jira, GitHub, SVN, Toad, SQL Navigator, Putty. Waterfall, Agile/SCRUM Methodologies, Elastic Search, Postman, Oracle Forms & Reports, AWS Glue, Azure SQL Server, AWS MySQL

## Education

- **Master of Science in Computer Science**
  Graduated in April 2007, University of Pune, India.

- **Bachelor of Computer Science**
  Graduated in October 2002, University of Pune, India.

## Certifications

- OCP –Application Developer – Oracle 9i, Oracle Forms
- PCEP-30-01 – Python Institute. Certified entry level Python Programmer
- PCAP-31-03 – Certified Associate in Python Programming

  Udemy Certifications
    - Tableau 2020
    - AWS Certified Solutions Architect Associate

# UHC Software, Inc.

## Professional Experience

**Department of Labor**:

Sr. Database Developer

ID Proofing -

- Analyzed the legacy system having two separate databases. Designed & created a consolidated data model for two Legacy databases. Some of the changes include creating, designing, and defining additional master tables to help consolidate the transaction data from two different databases. Introducing tables to track emails being sent to customers/applicants. Identifying and removing unwanted columns.
- Created Tableau reports for 5 states to show daily enrollment records that are above/below 2 standard deviations than the average for the last 15 days.
- Created tableau reports and dashboards to show the weekly, monthly & yearly enrollments & their status. Reports can be drilled down by States, Months & status.
- Created refresh schedules, subscriptions & alerts to send emails to development & business teams when the standard deviation is breached.

Wage Calculator –

- Analyze the current State systems for Alaska and Idaho and created a Data Model
- Identify the database requirements for the enhancements.
- Designed & created tables to support the wage calculator upgrades for Idaho & Alaska.
- Created documentation supporting the wage calculator.

Proposals –

- Contributed on a proposal for DOL by creating Tableau reports on the publicly available Federal Labor data to create statistics. These were used by the corporate team to pitch in for prospective DOL projects.
- Contributed to a proposal for creating a centralized database for Unemployment Insurance. Created documents to highlight advantages & disadvantages between Oracle, AWS MySQL & AWS PostgreSQL.
- Creates a POC to migrate data from IBM Informix to MySQL.
- Creates a POC to migrate data from IBM Informix to PostgreSQL.
- Created a POC for AWS Glue, AWS Aurora.

**SYNECHRON:** Mar-2010 – August-2022

**Client – Asurion**: Jul-2015 – August-2022

Sr. Database Developer

Migration-

   Migration of non-mobility insurance claims to the mobility platform

- Analyze source system for data anomalies.
- Mapping from source table to target tables.
- Create SQL loader scripts for downloading data from Source tables.
- Create SQL loader scripts to load data to staging tables.
- Create procedures. packages to massage data according to the mappings/rules and load into pre-prod tables & prod tables. Used bulk operations to load the data.
- Create automated shell scripts to run the execution.
- Create scripts to tally the source & target data quality & record counts.
- Create scripts for multithreading the load process.
- Support UAT and Production implementations.

Mobility Insurance –

- Analyze underlying data issues for claims in Production using SQL queries.
- Provide a business workaround if possible or perform a data zap to unblock the customers/claims.
- Perform Data Analysis to identify patterns for the issue & create SQL scripts to pull all impacted records and perform an impact analysis.
- Create PL/SQL bulk scripts and provide the development team with analysis to design a permanent fix.
- Create SQL reports to identify the claims for ongoing issues to have them fixed proactively.
- Create SQL reports to identify the missing master data setup. Collaborate with business and get them to fixed proactively.
- Created PL/SQL procedures for a production tool -Nucleus, which has been created for end users to perform simple data changes on Customer/Claim data. The UI is built using Node JS and calls SQL queries & PL/SQL scripts in background.
- Tune queries for User reports, Nucleus tool.
- Was leading an offshore team of four people.
- Perform regular KT sessions for team members.
- Created documentation around reports, common issues & their fixes, KT sessions.
- Tools used – Toad, SQL Developer, Jira, Kibana, Putty, Postman, Git, tortoise SVN.

### Client – JP Morgan Chase: Jun-2013 - May-2015

Sr. Database Developer

Liquidity Risk – LRI is built to monitor the RISK data for JPMC through various reports that are generated Daily and/or Monthly. Debug procedures/packages created to massage inbound data from staging area.

- Create multiple weekly reports in SQL for management. Performed query tuning for reports.
- Debug Oracle/UNIX code errors caused by the batch jobs. Support implementations.
- Created housekeeping scripts in UNIX and scheduled them through in-house scheduling tool.
- Support half-yearly DR failover.
- Was leading an offshore team of two people.

- Perform regular KT sessions for team members.
- Created documentation around reports, common issues & their fixes, KT sessions.
- Tools used – Toad, Jira, UNIX Shell Scripting, Putty, SVN

## Client - Bank of America: Mar-2011- Feb-2013

Sr. Database Developer

Created a central data repository for all Customers & their Accounts. Data from different data sources like ORACLE, SYBASE & DB2 were sourced to a staging area and then extracted, transformed & loaded onto the central repository. This system acts as a sole source for master data for all downstream systems.

- Analyzed the source systems & created mappings between source and target.
- Created staging tables to map the target tables. Used global temporary tables and for some data sources used tables with no logging for faster execution.
- Created PL/SQL procedures, packages & SQL Loader scripts to load data into data into staging area and then created another set of procedures & packages to massage and merge the data into the central database.
- Support production deployments & provide post-production support.
- Created documentation on the Procedures & packages explaining the execution.
- Created documentation on the transformation logic used in Procedures & packages.
- Tools used – Toad, UNIX shell, Putty, SQL Loader

## Client - Morgan Stanley/Saxon: Aug-2010- Dec-2010

Database Developer

Created Data Warehouse for MSCC data for Month end reporting. This warehouse was developed using PL/SQL as database & Hyperion as the Reporting tool. Database was installed on UNIX platform & UNIX shell scripts were used for automation of execution of PL/SQL program units.

Data received from SAXON was from multiple sources like flat files & from other Oracle databases.

- Used SQL Loader to upload data into staging tables. Support development of reports in Hyperion.
- Created Java scripts in Hyperion to perform intermediate processing.
- Data warehouse consisted of three databases –

  DataStage: Used for staging purposes.
  Data History: Used for maintaining history of upload.

  Data Store: Month end Snapshot Used for month end reporting.
- Tools used – Toad, UNIX shell, Putty, SQL Loader, Hyperion, Java Script

## Client – Symantec Jul-2009 – Mar-2010

This system is to upload Customer data through excel files, flat files or through upstream interfaces into the database & then apply cleansing and filtering rules on it to get valid and correct data output. This data is then used to generate leads. Tool used – Toad, SQL Navigator, SFDC

### Client – RBS – Royal Bank of Scotland Nov-2008 – Jun-2009

Developed Oracle PL/SQL procedures to calculate the fees, rebates for the claims for different services offered to customers by RBS. Creates UNIX scripts & cron jobs to execute them. Created reports to provide weekly data for analysis to management.

### Client – ABM Amro Jul-2005 – Oct-2008

Created reports using Oracle for the back-Office system – Wallstreet for ABN Amro. Provide production support. Created scripts for the daily incoming & outgoing files. Created Unix scripts to transfer & download files. Automate the process using cronjobs. Provided on-site UAT support.

### Indus Software: Jul-2004 – Jul-2005

Migration from Legacy de-centralized systems to a Centralized System using Oracle PL/SQL scripts. Analyzed Legacy system for data & relations and new system for the data model. Migrated 5 branches for ING Vysya for 5 portfolios (Home Loan, Auto Loan, Commercial Vehicle, Two-wheeler & Personal Loan). Created Pre & Post migration scripts to perform the records/claims tally and other reports for management. Designed Migration strategy, supported UAT testing & provided postproduction support.

### Cummins, India Jul-2004 – Jul-2005

Costing Information System – Designed Tables, created procedures & oracle Forms that were integrated with Oracle apps Finance module.

# CERTIFICATE OF LIABILITY INSURANCE

| ACORD® | | DATE (MM/DD/YYYY) |
|---|---|---|
| | | 05/10/2024 |

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

| PRODUCER | | CONTACT NAME: | Carlos Ortega | | |
|---|---|---|---|---|---|
| Progressive Management Associates, LLC | | PHONE (A/C, No. Ext): (703) 449-1327 | | FAX (A/C, No): (703) 896-3054 | |
| 14102 Sullyfield Circle, Suite 100A | | E-MAIL ADDRESS: cortega@pmabenefits.com | | | |
| | | INSURER(S) AFFORDING COVERAGE | | | NAIC # |
| Chantilly                VA  20151 | | INSURER A : FIDELITY & GUARANTY INS CO | | | 35386 |
| **INSURED** | | INSURER B : TRUMBULL INS CO | | | 27120 |
| UHC Software, Inc. | | INSURER C : | | | |
| 43039 Castlebar Street | | INSURER D : | | | |
| | | INSURER E : | | | |
| Chantilly                VA  20152 | | INSURER F : | | | |

## COVERAGES       CERTIFICATE NUMBER:                REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS | |
|---|---|---|---|---|---|---|---|---|
| A | ☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR | | | BIP3Y923629 | 05/10/2024 | 05/10/2025 | EACH OCCURRENCE | $ 1,000,000 |
| | | | | | | | DAMAGE TO RENTED PREMISES (Ea occurrence) | $ 300,000 |
| | | | | | | | MED EXP (Any one person) | $ 5,000 |
| | | | | | | | PERSONAL & ADV INJURY | $ 1,000,000 |
| | GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PROJECT ☐ LOC ☐ OTHER: | | | | | | GENERAL AGGREGATE | $ 2,000,000 |
| | | | | | | | PRODUCTS - COMP/OP AGG | $ 2,000,000 |
| | | | | | | | | $ |
| A | AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY | | | BIP3Y923629 | 05/10/2024 | 05/10/2025 | COMBINED SINGLE LIMIT (Ea accident) | $ 1,000,000 |
| | | | | | | | BODILY INJURY (Per person) | $ |
| | | | | | | | BODILY INJURY (Per accident) | $ |
| | | | | | | | PROPERTY DAMAGE (Per accident) | $ |
| | | | | | | | | $ |
| | ☐ UMBRELLA LIAB ☐ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☐ RETENTION $ | | | | | | EACH OCCURRENCE | $ |
| | | | | | | | AGGREGATE | $ |
| | | | | | | | | $ |
| B | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N [N] (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below | N/A | | 42WECCL0159 | 10/16/2023 | 10/16/2024 | ☒ PER STATUTE ☐ OTHER | |
| | | | | | | | E.L. EACH ACCIDENT | $ 100,000 |
| | | | | | | | E.L. DISEASE - EA EMPLOYEE | $ 100,000 |
| | | | | | | | E.L. DISEASE - POLICY LIMIT | $ 500,000 |

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**

Evidence of Insurance

| CERTIFICATE HOLDER | CANCELLATION |
|---|---|
| | SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. |
| UHC Software Inc 43039 Castlebar Street Chantilly                VA  20152 | AUTHORIZED REPRESENTATIVE *William T. Russell* (signature) |

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