



The following documentation is an electronically-submitted vendor response to an advertised solicitation from the *West Virginia Purchasing Bulletin* within the Vendor Self-Service portal at wvOASIS.gov. As part of the State of West Virginia's procurement process, and to maintain the transparency of the bid-opening process, this documentation submitted online is publicly posted by the West Virginia Purchasing Division at WVPurchasing.gov with any other vendor responses to this solicitation submitted to the Purchasing Division in hard copy format.

Header @ 1

[List View](#)**General Information** | [Contact](#) | [Default Values](#) | [Discount](#) | [Document Information](#) | [Clarification Request](#)

Procurement Folder: 1453834

SO Doc Code: CRFQ

Procurement Type: Central Master Agreement

SO Dept: 0613

Vendor ID: VS0000045855

SO Doc ID: VNF2400000015

Legal Name: Aura Staffing Partners Chicago, LLC

Published Date: 7/2/24

Alias/DBA: Aura Staffing Partners Chicago, LLC

Close Date: 7/16/24

Total Bid: \$168,750.00

Close Time: 13:30

Response Date: 07/12/2024

Status: Closed

Response Time: 22:30

Solicitation Description: Nurse Practioner

Responded By User ID: julias

Total of Header Attachments: 1

First Name: Julia

Total of All Attachments: 1

Last Name: Santarcangelo

Email: julias@aurastaff.com

Phone: 7817603797

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	Nursing services				168750.00

Comm Code	Manufacturer	Specification	Model #
85101601			

Commodity Line Comments:

Extended Description:

Nurse Practioner for the WVVNF

Cover Letter



Corporate Office:

159 N Sangamon Suite 200
Chicago, IL. 60607

Phone:

(312) 955-1200

Fax:

(312) 955-1201

Company Name: Aura Staffing Partners

Address: 159 N Sangamon Suite 200 Chicago, IL 60607

Point of Contact at Aura Staffing Partners: Becky Whamond

Title: Director of Operations

Website: aurastaff.com

Phone: 312-955-1200

Fax: 312-955-1201

Email: beckyw@aurastaff.com

Nurse Practitioner | SR-0613-ESR07122400000000296

WBENC National Certification Number: WBE2003098

To Whom It May Concern,

Aura Staffing Partners finds the brightest healthcare talent for your medical team. We stay committed to every position we fill, through the initial placement, frequent communication, and insights, so that your healthcare providers continue to adapt and grow with you, as your needs grow and evolve. We take a dynamic approach to medical staffing, crafted from over 20 years of experience leading a healthcare service company. Our design is to reduce turnover, reduce burnout, enhance efficiency, and most importantly help you deliver exceptional quality of care.

Aura Staffing Partners agrees to provide staffing services generally as described as follows:

Recruiting, interviewing, and screening candidates, providing offers of employment to qualified a **Nurse Practitioner** to **WVNF** when appropriate, credentialing employees.

In addition, Aura Staffing Partners will be responsible for all Employer Obligations.

Sincerely,

Becky Whamond, Director of Operations

A handwritten signature in black ink, appearing to read "Becky Whamond", is written over a light blue horizontal line.

Table of Contents

Cover Letter.....	1
Executive Summary.....	3
Experience and Capabilities	4
Methodology.....	6
Resumes and Organizational Chart	7-21
References.....	22-24
Pricing.....	25
Additional Documents	26-36

Executive Summary

Aura Staffing Partners finds the brightest healthcare talent for your healthcare team. Our unique philosophy reduces turnover, decreases burnout, enhances efficiency, and most importantly helps you deliver exceptional quality of care. Through a hands-on approach, we remain committed to every position we fill through ongoing communication, feedback, and insights.

This allows your healthcare providers to adapt and grow as your needs evolve. We have grown leaps and bounds over the past three years due to our processes, customer communication, turnaround time of placement, and quality of healthcare workers.

Aura Staffing Partners agrees to provide recruitment services for a **Nurse Practitioner** to **WVNF**. Every candidate submitted by Aura Staffing Partners will be properly vetted to ensure only the most qualified candidates are recruited to perform healthcare related services requested by **WVNF**.

Experience and Capabilities

Aura Staffing Partners is well-equipped to service this proposal to provide qualified a **Nurse Practitioner** to WVVNF. We are a woman owned WBE and Joint Commission certified company. We have recruitment experience in the field of RNs, LPNs, CNAs, Respiratory Therapists, Nurse Practitioners, Physical Therapists, Physical Therapy Assistants, Medical Assistants, Phlebotomists, Mental Health Specialists, Social Workers, Occupational Therapists and many more.

Our process starts with recruiting from job boards as well as social media and sourcing from our database of over 250,000 healthcare professionals. Once we speak to a qualified candidate, we verbally go over the job description and all requirements given to us by the client for the role. The next step is to verify all healthcare credentials and licenses are current to ensure all medical staff can work legally in their field or specialty. This includes conducting background checks, scheduling lab appointments (drug screens, TB tests, Vaccinations/titers, annual physicals, etc) contacting licensing boards, reviewing license applications, obtaining education information, sending out assessments, and collecting job references. All recruiters also run OIG, EPLS/SAM, and National Sex Offender checks for all new hires.

Once the staff have been hired and provided the necessary documentation, the Credentialing Specialist will input information into our ATS (Applicant Tracking System). The ATS is our database that tracks licensing, compliance with federal standards, completion of necessary training and education, updated healthcare records, and continuing education completion. Some items have expiration dates, and these need to be kept current. A profile can be provided to the client if the client requests.

We have been assisting the Commonwealth of Massachusetts on a large project since 2021 to name just one reference. We have sent over 200 healthcare providers to the State of Massachusetts consisting of Lead RNs, Behavioral RNs, Psych Techs, Floor RNs, LPNs, and CNAs. We have formed Rapid Response Teams to help with COVID in long term care facilities throughout the state and also put together Transition Rehab Teams to assist with moving patients out of the hospitals faster and into rehab in the long term care facilities.

Denver Public Schools (DPS) has called upon us to support the school district with RN's, specifically RN's that have Bachelor's degrees. These nurses perform student services such as IEP's and 504's. We have averaged 40-60 RNs per year with DPS. We also provide Healthcare Techs, which assist the schools with student healthcare needs. Lastly, we provide 1:1 nurse care for students with disabilities such as Tracheas, Asthma, and skin conditions such as EB (Epidermolysis Bullosa).

We have partnered with DPS in the past during a Strike. This was a last-minute decision, and we were requested to send over as many RN's and Healthcare Techs as quickly as possible. Using our database of healthcare workers, we put a focus on finding staff quickly. Once qualified staff is identified, we ran background checks, license verifications and complete credentialing. In the 2021-2022 school year, COVID was a key factor to consider. This added additional requirements

for onboarding RNs, Healthcare Techs, and one on one nurses. In addition, we added 60+ health care screeners. The healthcare screeners responsibility was to both temperature check and screen students to prevent the spread of COVID-19. We have also been supporting the State of Delaware with RN's, LPN's, and CNA's in their long term care facilities and school districts. Most employees are on contract, and some are working per diem. We have been actively staffing healthcare workers in the State of Delaware since July 2022.

Aura Staffing Partners is well prepared and experienced in this type of recruiting and we welcome the opportunity to help assist with this project for the to a WVNF.

Methodology

Our process starts with recruiting from job boards as well as social media and sourcing from our database of over 250,000 healthcare professionals. Once we speak to a qualified candidate, we verbally go over the job description and all requirements given to us by the client for the role. The next step is to verify all healthcare credentials and licenses are current to ensure all medical staff can work legally in their field or specialty. This includes conducting background checks, scheduling lab appointments (drug screens, TB tests, Vaccinations/titers, annual physicals, etc) contacting licensing boards, reviewing license applications, obtaining education information, sending out assessments, and collecting job references. All recruiters also run OIG, EPLS/SAM, and National Sex Offender checks for all new hires.

Once the staff have been hired and provided the necessary documentation, the Credentialing Specialist will input information into our ATS (Applicant Tracking System). The ATS is our database that tracks licensing, compliance with federal standards, completion of necessary training and education, updated healthcare records, and continuing education completion. Some items have expiration dates, and these need to be kept current. A profile can be provided to the client if the client requests.

When there is turnover, we have a roster of healthcare workers prepared to be interviewed to ensure there is no disruption of care.



159 N Sangamon Suite 200
Chicago, IL 60607

Bidder's Organization Chart/ Key Personnel

~Below is our organization chart.

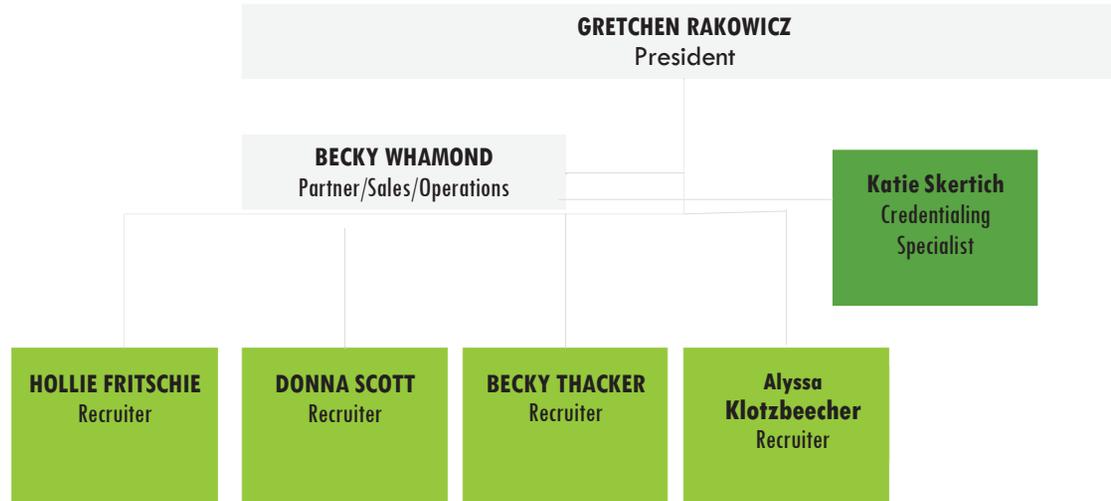
~Personnel and Staffing:

Aura Staffing Partners will assign each Recruiter listed in the Organization Chart a portion of the workload that the **WVNF** requests. Recruiters source, screen and qualify each personnel member hired.

Certifications for each healthcare personnel hired will have the following (but not limited to) performed; OIG, National Background Check, SAM, National Sex Offender, TB test, Physical, License Verification, I-9, Skills Check List, W-2, Core Exams, and BLS/CPR.

Proposed Project Resources	Roles	Corporate Affiliation	Proposed work location for each resource	Time commitment to the project
Rebecca Whamond	Director of Operations		Offsite/ can be onsite	25%
Becky Thacker	Healthcare Recruiter		offsite	50%
Hollie Fritschle	Healthcare Recruiter		offsite	50%
Donna Scott	Healthcare Recruiter		offsite	50%
Alyssa Klotzbeeher	Healthcare Recruiter		offsite	50%
Katie Skertich	Credentialing Specialist		Offsite	50%

AURA STAFFING ORGANIZATION CHART



Rebecca May Whamond



EXPERIENCE

Partner, Aura Staffing Partners 9/2017-present

- Accountable for growing business nationally
- Oversee team of recruiters
- Manage branch daily operations
- Responsible for processing weekly payroll

Customer Success Relationship Manager, Trading Technologies 7/2011-9/2017

- Self-starter loaded with initiative to learn, collaborate, and succeed
- Develop and maintain close relationships with clients and internal departments
- Promote brand and product awareness through networking and co-selling with FCMs
- Independent learner with expert knowledge of product suite to support teammates and clients
- Knowledgeable of financial markets

Support Analyst, Trading Technologies 6/2008-6/2011

- Troubleshoot, defined, and resolved front-end application issues for market leading electronic trading software
- Selected to participate in launching new support model due to creative insight

Native English Teacher, St. Antonius Primary School, Hong Kong 4/2007-2/2008

- Created language curriculum for ages 10-12
- Taught phonics, TEFL certified, and ran after school activities to increase speaking skills

Professional Sales Associate, Sanofi-Aventis Pharmaceuticals 6/2004-12/2006

- Revived under-performing territory, through sales call planning, account development, personal rapport, fact-based "Integrity" selling, use of promotional items, and gaining commitment
- Launched Ketek, first oral solid antibiotic in 14 years, ranked top 15% nationally
- Responsible for converting Ambien CR to a 3.0% market share growth outpacing the area, district, and region

Medical Sales Representative, Pacific Pulmonary Services 8/2000- 5/2004

- Exceeded monthly goals by an average of 250% over quota in an intensely competitive market and ranked #6 out of 136 as a member of President's Club
- Developed a proven track record of establishing and maintaining accounts, while presenting to hospitals, physician's offices, and assisted living facilities
- Conducted managerial duties including training and interviewing prospective representatives

EDUCATION

University of Kansas- Lawrence, Kansas

Bachelor of Arts: May 2000

Major: Pre-Medical/ Pre-Pharmacy/Psychology Honors

Major GPA: 4.0 Cumulative: 3.7

AWARDS: President's Club 2003

Graduated with honors in Psychology

Honor roll 1997, 1998, 1999, 2000

Golden Key National Honor Society

Katie Skertich

Possesses excellent time management skills, top customer-relations abilities and strong communication methods. Continually seeking new ways to improve management expertise, enhance team experience, boost company morale and improve overall team focus.

WORK EXPERIENCE

Essential Wellness — Owner, LMT

09/2009 to 10/2014, Frisco, Tx

Perform professional quality massage, within scope of practice and licensing.

Designs specific sessions based on members or guests individual needs.

Assists in the promotion of the health and wellness benefits to clients receiving massage therapy on a regular basis.

Create excellent member/guest experience through friendly and helpful attitude.

Performs hot stone, deep muscle, or prenatal therapy, based on appropriate training and minimum clinic education hours.

Completes Wellness Chart documentation accurately and completely.

Providence Group Realty — Realtor

09/2014 to 07/2021, Plano, Tx

Conduct open houses to help market for-sale properties

Stay up-to-date on market trends and property values to best assist clients

Develop positive and trusting relationships with customers by addressing individual needs

Negotiate final price and draft sales contracts

First United Methodist of Celina — Youth Director

12/2017 to Present, Celina, Tx

Developed curriculum and taught leadership development in weekly and monthly sessions for teenagers and young adults.

Lead and direct community development/outreach programs and special events. Worked in concert with the gifts and talents of other staff members and maintain a teamwork mentality. Directed summer camps and mission trips with Youth across North Texas.

EDUCATION

Oklahoma State University

08/2001 to 05/2003

Sterling Health Center — Sports Recovery Massage Therapist

01/2008 to 08/2009

Collin College

07/2022 to Present

Working towards a degree in clinical social work.

Becky Thacker

Goal driven individual who has achieved success in a variety of roles with increasing levels of responsibilities. An effective communicator with strong management and organizational skills. Experienced in high volume of recruiting, sales, and marketing.

core strengths

Strategic Sourcing | High-volume Staffing | Assessment & Selection | Pipeline Management | Metrics Reporting | Collaboration with teams | Communication | Multitasking and problem solving |

Professional Experience

Aura Staffing Partners

Staffing Manager

January 2020-Present

Full desk recruiting and managing staff.

- Manage 100+ CNA's, LPN's, and RN's in perdiem and travel contracts
- Source, interview, and hire and responsible for the complete onboard process.
- Scheduling Perdiem Staff
- Coordinate travel between Staff and Managers
- Maintain relationships with my staff and facilities
- Communicate directly with facilities to help support their needs.

Supplemental Healthcare

Contract Recruiter

January 2020-March 2020

Managed and facilitated multiple open reqs for multiple accounts. Networked using LinkedIn, FB, and Indeed etc. Recruited and qualified candidates for all healthcare needs (RN, RRT's, RT's, MT, MA, CNA, Dialysis, ICU etc.) Placed contract and full-time positions. Managed the complete full cycle process for contracts. High volume call recruiting averaging 5 submittals a week. Strong hunter mentality with the mind set of success. Successful with organization and multi-tasking skills.

Prosper and Frisco ISD

Kindergarten Teacher/Special Education Teacher

2006-Present

Collaborated in team settings to plan and teach Common Core Standards in a Title I school to students including English language learners. Implemented district-wide Literacy and Math programs, and administered district mandated assessments. Participated in weekly PLC's, professional development, and school collaborations. Implemented a Tier 1 through Tier 3 instructional process on a daily basis, and taught whole group and small group Literacy, Math and Writing instruction. Facilitated Google Classroom for students to complete assignments as well as using Seesaw for parent communication and involvement.

- Fostered relationships with families and parents by encouraging an active learning process in the home and by conducting parent-teacher conferences. .
- Collaborated on an interdisciplinary team to implement Individualized Education Plans (IEPs).
- Established and maintained a positive and respectful classroom culture with effective behavior management practices and classroom organization.
- Coordinated with parents, teachers, teachers assistants, and various providers that include speech, occupational therapist, and physical therapist for students of various disabilities in the general education classroom and within a self-contained setting.
- Modeled, trained, and consulted teachers on modifications and accommodations to instruction and materials ensuring the diverse needs of every student.

Nortel Networks

Contract Recruiter

1999-2000

Managed and led all phases of recruiting process including defining hiring managers needs and posting available requisitions. Used creative recruiting strategies that met anticipated staffing needs. Established and maintained a positive and respectful culture with the managers as well as the candidates/contractors.

Aerotek

Account Manager/Recruiter

1996-1999

Account manager for Nortel Networks. I achieved great relationships with the client managers and acquired open requisitions for our recruiting team. "I utilized both internal and external recruiting resources to find the perfect candidates to fill open positions in top companies such as Nortel, MCI, and Worldcom. Knowledge of recruiting and market trends, utilization of the applicant tracking system, networking resourcing, pipeline maintenance, full-cycle recruiting, and identifying qualities that clients look for in successful employees were daily responsibilities."

- Achieved key talent acquisition metrics such as time-to-hire, cost per hire, sourcing performance, recruiter performance, service level standards and diversity hiring;
- Maintained social networks to find qualified candidates and facilitated relationships for repeat contractors.
- Supported employees during the full cycle hiring process

Career Summary:

As an employee I would bring hard work and dedication to your company. I am not satisfied with just getting the job done, but getting it done smart and well is what I would bring to your company. I have accomplished relationship building skills in every role/position that I have taken on. I love meeting new people and working to make their goals become a reality.

Education

Bachelor of Science, Criminal Justice - Northwestern State University

Hollie Fritschle



Hollief@aurastaff.com

Work experience

Aura Staffing Partners – February 1, 2021 – Current

- Recruiting medical providers for numerous positions in MA, Florida, and Illinois
- Pursuing new locations for staffing

State Tax credit exchange – March 2014 – December 2017

- Keeping the books for many entities through the company
- Ensuring all the licenses are up to date and have all the requirements to keep easy renewal
- Payroll for Perigee, (the secondary company)
- Taxes for all the entities, (over 25 companies)

Banfield veterinary center – July 2007 – July 2008

- Front desk
- Check in/outpatients
- Assist in the back as needed

NET JET EXPEDITOR (December 2003 – February 2007)

- Gulfstream Net Jets / Kelly Services, Savannah, GA
- Extensive knowledge of material handling process, including unexpected shipments and moving material through the shipping department
- Coordinate in house manufactured parts to support AOG aircraft in the most expeditious manner.
- Provided support for Tech Ops by building sales orders, taking ownership and monitoring parts during shipment.
- Coordinate the transport of purchased and Net Jet owned parts to support AOG aircraft.
- Vast knowledge of shipping industry (i.e. Fed Ex, UPS, Airlines and Courier services), and options to satisfy AOG requirements, including one on one communication with Gulfstream personnel in shipping and receiving, and vender support.
- Experience receiving cores and organizing prompt vender repairs.

Donna Scott

donnas@aurastaff.com

Persuasive, friendly, assertive, self-motivated, possess emotional intelligence and critical thinking skills, strives to develop relationships with clients and staff, ethical and professional

Work Experience

Healthcare Recruiter

Aura Staffing Partners

November 2021 to present

Full desk recruiting for clinical staff (RNs, LPN/LVNs, CNAs, Medical Assistants)

Complete onboarding of staff (Source, Interview, Hire, Credential)

Scheduling of per diem staff

Remote Recruiter, Temporary Assignment

Eclipse Senior Living

July 2021 to October 2021

Recruited clinical staff (RNs, LPN/LVNs, Med Techs and Resident Assistants) for multiple (19+) Assisted Living communities in FL, NC, and PA. Extensive ATS usage, job board sourcing, ad composition and placement, heavy phone, text and email contact daily. Top producer. Well versed in healthcare verbiage, facility staffing challenges and state requirements. Have a persuasive ability with qualified applicants.

K-12 Account Manager

Complete Book & Media Supply - Cedar Park, TX

February 2019 to June 2020

Applied prospecting and account penetration skills to achieve quarterly and yearly pipeline and forecast goals, as well as other defined objectives to sell books, media, and instructional material. Identifies qualified sales opportunities with over 700 state and local education government agencies across the U.S. Works closely with purchasing authorities, curriculum faculty, and business decision makers to understand needs and challenges, crafting customized solutions. Employs marketing techniques via telephone, email, and in person (tradeshows, campus visits etc.). Updates lead and prospect activity in Pipedrive (CRM) to ensure effective lead management, sets qualified introductory meetings, nurtures early phase opportunities for future pipeline potential in order to exceed sales goals. Manages and adheres to RFPs, RFQs, and contracts for governmental, legal, and tax compliancy. Manages email marketing campaigns, creates targeted promotional content distributed to prospects and clients. Exceeded first year goal with gross sales generated at just under 1 million for 10 months.

Senior Recruiter

Austin Staffing - Austin, TX

August 2017 to December 2018

Senior level recruiter solely responsible for all professional placement in this agency, including temporary, temp to hire, and direct hire. Staff placed were largely professionals: accounting, office management and reception, IT professionals, sales and marketing, bank tellers, call center staff and management, recruitment coordinators, and C-Suite professionals. Also experienced in staffing service industry employees – retail and food service, factory, production and warehouse.

Branch Manager/Recruiter

Capitol Senior Care - Austin, TX

November 2015 to July 2017

Responsible for home care staffing agency profitability, and all operational directives for a senior homecare company serving the Austin metro area and surrounding communities. Recruited all medical field staff, and office support personally. Supervising responsibilities for Staffing Manager that includes all scheduling of staff, Client retention and quarterly assessments, advertising, recruiting, hiring, discipline and termination of field employees.

State of Texas licensed Administrator for this office, as well as for the Marble Falls location

Well versed in P & L's, budgets, spreadsheets etc.

Built rapport with prospective Clients. Closing ratio of new Client evaluations at 90%

Extensive marketing and outside sales experience

Director of Staffing and Business Development

HSS (Hospital Shared Services), Inc. - Denver, CO

June 2004 to December 2013

Director level medical staffing professional with 15 years of experience in the staffing realm. Our agency specialized in staffing nurses, nurse's aides and mental health professionals to medical facilities, including hospitals, LTC facilities, home health, and psychiatric facilities. I was responsible for total fiscal and operational responsibility for a 3.3 million PRN medical staffing company. In my time at HSS, I successfully turned the division around from zero profitability to a solid and highly profitable business by creating new service lines, acquiring tremendous new business with existing customers, reducing expenses, and acquiring new customers. My position included new hires, training, mentoring, employee discipline and overseeing approximately 180 employees. I was also responsible for all new and existing business nurturing, development, and contract proposals.

I performed all office and employee management, business development, client relationships and retention, proposals, and contracts. I created the annual budget, and oversaw payroll, invoicing and collections. Additionally, I championed many strategic initiatives, served on many committees, and successfully merged two divisions into the business unit it is today.

I was responsible for recruiting, hiring and disciplinary action, including discharge, for all field and office staff. I facilitated orientation and education to all staff on the location specific care of the patients and managed all employee relations. I performed annual employee evaluations and was involved in creating care related policies and procedures.

Education

Business Administration

Kearney State College - Kearney, NE

Skills

- ATS
- Talent acquisition

- Employee relations
- Digital marketing
- Sourcing
- Recruiting
- HR sourcing
- HRIS
- Performance management
- Human resources management

Alyssa Klotzbeecheer

Professional Experience:

**Cross Country Workforce Solutions Group, Team Captain/ Recruiter Supervisor (*remote*),
*September 2023 - Current*** Achievements Include:

- Assist team members with questions or redirect to leadership for assistance
- Announce Theme for Friday meetings held weekly
- Send reminders to recruiters assigned to lead Friday's meeting and provide an agenda if needed
- Reach out to group members who have less than 5 HHOs after HHOs updates announcements and schedules a support session 1:1 as needed

**Cross Country Workforce Solutions Group, Home Healthcare Recruiter, *April 2023-
Current*** Achievements Include:

- 100 reach outs per week utilize a variety of tools such as: all social media platforms Axis Care, Indeed, MyCNA, ZipRecruiter, LinkedIn, and Facebook
- Maintain database with accurate contract information, qualifications and selling points
- Recruiter for Home Healthcare workers to match all clients needs for CNAs and HHAs
- Implement all the recruiting strategies to recruit, screen, interview, and evaluate candidates based on clients needs
- Responsible for cultivating a network of potential candidates
- Consistently exceed company recruiting and grass recruiting goals
- Hand pick candidates, interview, send application links, and send to compliance
- Ensure candidates' information adhere to both the business and facility credentialing requirements
- Manage and maintain candidate/ applicant relationships until their transfer over to the onboarding process
- Worked closely with internal compliance department and branches
- Contact or attend all job fairs, workshops, and other community events to gain more candidate interest

OfficeWorks, Inc. Recruiting Specialist (*remote*) , January 2022- December 2022
Achievements Include:

- Full cycle hiring process from initial phone screen to acceptance offer
- Recruiting Specialist for the Medical field for Doctors, NP, LPN, Medical Assistant, and Travel Nurses
- Created job descriptions and managed social media platform
- Coordinated on-site interviews with directors and clients
- Personalized resumes and coached candidates prior to the interview process
- Used social media platforms such as: indeed, zip recruiter, referral, and bullhorn database
- Manage bookkeeping/ data on present candidates working for clients, up to 15 at any given time

Mixx 3600, Server/ Bartender/ Manager May 2018 -July 2022 Achievements Included:

- Provide exceptional Customer Service Experience with every aspect of the flooring experience from initial greeting through order completion
- Provide administrative support for the director
- Hire, train, and coach 10 employees at a given time, with the purpose of integrating talented individuals into a team capable of exceeding all customer expectations

Pawfect Pet Services, Founder, July 2020- July 2022 Achievements Included:

- Ability to handle up to six dogs at a time whilst maintaining order
- Track and record customer information and statistics
- Create and maintain all social media sites and created lead generation by 15%

Aerotek, Marketing Recruiter , January 2020- July 2020 Achievements Included:

- Full cycle hiring process from initial phone screen to acceptance offer
- Conducted 200 outbound calls weekly
- Screened and interviewed 15 candidates per week
- Created personalized resumes and coached candidates prior to the interview process
- Coordinated on-site interviews with directors and clients

Skills:

- Proficient in Microsoft Office and Google Applications
- Strong Team Leadership Skills and attention to detail
- Bookkeeping of 20+ clients at a given time
- Bartending, customer service, serving experience
- Business Owner
- Management Skills
- Team Player
- Hard worker

- Medical Experience/ sales experience
- High call volume intake

Education

- Bachelor of Arts- BA Adaptive Physical Education
 - Special Education, Bridgewater State University



159 N Sangamon Suite 200
Chicago, IL. 60607

State of Massachusetts Reference

Paul Valentine

Senior Managing Director
KCP Advisory Group, LLC
700 Technology Park Drive suite 212
Billerica, MA 01821
PValentine@kcpadvisory.com
617-759-4814

Date of Service: November 2021 - Current

We have been assisting the Commonwealth of Massachusetts on a large project since 2021. Since the start of this project, we have provided over 200 healthcare travelers consisting of Charge/Lead RNs, RNs, LPNs, and CNAs. We have formed Rapid Response Teams to help with COVID in long term care facilities throughout the state. We also formed Short Term Rehab Teams to assist with transitioning patients out of the hospital and into long term care facilities for rehab. Prior to assisting the Commonwealth of Massachusetts with this project, we were supporting nursing facilities with temporary staff after the Rapid Response Teams completed their deployment. We have been actively staffing healthcare workers in the State of Massachusetts since 2020.



159 N Sangamon Suite 200
Chicago, IL. 60607

Denver Public Schools Reference

Teresa Ross MSN, RN, NCSN

**Manager of Nursing and Student Health Services
Student Equity and Opportunity**

[1860 Lincoln Street - 8th Floor](#)

[Denver, Colorado 80203](#)

teresa_ross1@dpsk12.net

720-423-1412

Date of Service: August 2019 - Current

DPS has called upon us to support them with RN's, specifically RN's that have Bachelors degrees, so that the nurses can perform student services like IEP's and 504's. We have averaged 40-60 RN's per year with DPS. We also provide Healthcare Techs, which help in the schools with the student healthcare needs. And we provide 1:1 nurses which care for students with disabilities such as Tracheas, Asthma, skin conditions such as EB ([Epidermolysis Bullosa](#)).

We have partnered with DPS in the past during a Strike. This was a last minute decision and we were requested to send over as many RN's and Healthcare Techs as quickly as possible. Using our database of healthcare workers, we put a focus on finding staff quickly. Once qualified staff is identified, we then run background checks, license verifications and complete credentialing. In 2021-2022 school year, COVID-19 was a key factor to consider. This added additional requirements for onboarding RNs, Healthcare Techs, and 1:1 nurses. In addition, we added 60+ health care screeners. The Healthcare screeners responsibility was to both temperature check and screen students to prevent the spread of COVID-19.



159 N Sangamon Suite 200
Chicago, IL. 60607

State of Delaware Reference

Luci Karnai

State Contract Procurement Officer II
State of Delaware, Government Support Services

600A South Bay Road
Dover, DE 19901

Luci.Karnai@delaware.gov

302-857-4556

Date of Service: July 2022 - Current

We have been supporting the State of Delaware with RN's, LPN's, and CNA's in their long term care facilities and school districts. Most employees are on contract, and some are working per diem. We have been actively staffing healthcare workers in the State of Delaware since July 2022.

**Exhibit A - Pricing Page - CRFQ VNF24*15
Nurse Practitioner**

Item No.	Description Of Services	Estimated Hours*	Hourly Rate	Total
1	Nurse Practitioner Hourly Rate	1,250	\$135.00	\$ 168,750.00
			Grand Total	\$ 168,750.00

*Estimated number of hours is not guaranteed.

*Time for calls during non-working hours must be allocated for in the vendors total bid. Specifications 4.28

Vendor Information	
Vendor: <u>Aura Staffing Partners Chicago, LLC</u>	Printed Name: <u>Becky Whamond</u>
Address: <u>159 N Sangamon Suite 200 Chicago, IL 60607</u>	Title: <u>Director of Operations</u>
	*Signature 
Office Phone: <u>312-955-1200</u>	*I hereby certify I am authorized by the Vendor to sign this document.
Cell Phone: <u>773-822-7750</u>	
Fax: <u>312-955-1201</u>	Email: beckyw@aurastaff.com



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

Proc Folder: 1453834		Reason for Modification:	
Doc Description: Nurse Practioner		Addendum No. 1	
Proc Type: Central Master Agreement			
Date Issued	Solicitation Closes	Solicitation No	Version
2024-07-02	2024-07-16 13:30	CRFQ 0613 VNF2400000015	2

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

VENDOR
Vendor Customer Code: VS0000045855 Vendor Name : Aura Staffing Partners Chicago, LLC Address : 159 N Sangamon Suite 200 Chicago, IL 60607 Street : 159 N Sangamon Suite 200 City : Chicago State : Illinois Country : USA Zip : 60607 Principal Contact : Becky Whamond Vendor Contact Phone: 312-955-1200 Extension:

FOR INFORMATION CONTACT THE BUYER
David H Pauline 304-558-0067 david.h.pauline@wv.gov

Vendor Signature X 	FEIN# 822755019	DATE 7/8/2024
---	------------------------	----------------------

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

ADDITIONAL INFORMATION

Addendum No. 1

To provide responses to the Vendor Technical Questions, see attached.

Bid opening remains July 16, 2024, at 1:30 pm., est.

No other changes.

INVOICE TO		SHIP TO	
DIVISION OF VETERANS AFFAIRS 1 FREEDOMS WAY		VETERAN'S NURSING FACILITY 1 FREEDOMS WAY	
CLARKSBURG US	WV	CLARKSBURG US	WV

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Nursing services				

Comm Code	Manufacturer	Specification	Model #
85101601			

Extended Description:
Nurse Practitioner for the WVVNF

SCHEDULE OF EVENTS

Line	Event	Event Date
1	Vendor Technical Questions Due By 11:00 am., est.	2024-07-01

SOLICITATION NUMBER: CRFQ VNF2400000015
Addendum Number: 1

The purpose of this addendum is to modify the solicitation identified as CRFQ VNF2400000015 to reflect the change(s) identified and described below.

Applicable Addendum Category:

- Modify bid opening date and time
- Modify specifications of product or service being sought.
- To respond to technical questions
- Attachment of pre-bid sign-in sheet
- Correction of error
- Other

Additional Documentation:

- 1. To respond to vendor technical questions, see attached.**
- 2. Bid opening date and time remains July 16, 2024, at 1:30 pm., est.**
- 3. No other changes.**

Terms and Conditions:

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, 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.

Nurse Practitioner
CRFQ VNF24000000015
Vendor Questions & Answers

- Q1. Is this a new contract or renewal of an existing contract?
- A1. New
- Q2. If there is an existing contract, could you please share the names of the current vendors and their pricing?
- A2. None
- Q3. What is the estimated budget for this contract?
- A3. We do not provide this information.
- Q4. Is it mandatory to subcontract?
- A4. No. We prefer vendors not to subcontract.
- Q5. Could you please provide information on the daily duration of shifts required for the necessary professions? For example, the number of hours per day?
- A5. Three (3) days per week, 8 hours per day as described in Section 4.16 of the Specifications.
- Q6. Do we need to submit the actual resume of the candidate for the role of Nurse Practitioner along with our response?
- A6. No, see Section 4.3 of Specifications.
- Q7. How many candidates' resumes do we need to submit within our response?
- A7. Resumes are not required with the bid. After award, resumes must be submitted until a candidate is placed in the facility.
- Q8. Could you please confirm why the previously released "solicitation 1340813, Nurse Practitioner" was canceled?
- A8. To change requirements from 5 days a week to 3 days a week.
- Q9. How is this newly released bid different from solicitation 1340813, Nurse Practitioner?
- A9. See A8 above
- Q10. Is there any set aside goal for this bid?
- A10. See Section 16 of the "Instructions to Vendors Submitting Bids" in the Solicitation.

Q11. Is this a newly launched project? If no, kindly provide the incumbent details.

A11. Yes

Q12. What is the tentative budget for this project?

A12. We do not provide this information.

Q13. As per the point 32 in the RFQ document-“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 requirements by any state or local agency of West Virginia.” Please confirm whether the mentioned certifications should be provided in the response of the bid or after the award of the bid.

A13. Vendor may submit with bid; however, these items must be provided prior to award or Vendor may be disqualified.

Q14. Can you clarify whether or not the resume is needed in this proposal? If yes, Actual resume or Sample resume.

A14. See A7 above.

Q15. Can you clarify the specific format of Technical Proposal?

A15. Each vendor may have their own format, however, see Section 5 of Specifications regarding bid submittals.

Q16. Do you require the references of the firm? If yes, how many?

A16. No, but they may be provided with bid if vendor desires.

Q17. What is the evaluation criteria for this CRFQ?

A17. See Section 5 of the Specifications.

Q18. Is this a new initiative? If not, please provide the names of the current vendor(s) providing the services.

A18. New

Q19. Can you please let us know the previous spending of this contract?

A19. N/A

Q20. Please confirm if there is any local preference.

A20. No

Q21. Please confirm if we can get the proposals or pricing of the incumbent(s)

A21. N/A

Q22. Are there any pain points of issues with the current vendor(s)?

A22. N/A

Q23. Please confirm the anticipated number of awards.

A23. One (1)

END OF QUESTIONS AND ANSWERS

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CRFQ VNF2400000015

Instructions: Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

Acknowledgment: I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

Addendum Numbers Received:

(Check the box next to each addendum received)

- | | | | |
|-------------------------------------|----------------|--------------------------|-----------------|
| <input checked="" type="checkbox"/> | Addendum No. 1 | <input type="checkbox"/> | Addendum No. 6 |
| <input type="checkbox"/> | Addendum No. 2 | <input type="checkbox"/> | Addendum No. 7 |
| <input type="checkbox"/> | Addendum No. 3 | <input type="checkbox"/> | Addendum No. 8 |
| <input type="checkbox"/> | Addendum No. 4 | <input type="checkbox"/> | Addendum No. 9 |
| <input type="checkbox"/> | Addendum No. 5 | <input type="checkbox"/> | Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

Aura Staffing Partners Chicago, LLC

Company



Authorized Signature

7/8/2024

Date

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

CERTIFICATE OF DISTINCTION

has been awarded to

Aura Staffing Partners

Chicago, IL

for

Health Care Staffing

by



The Joint Commission

based on a review of compliance with national standards.

February 17, 2024

Certification is customarily valid for up to 24 months.


Jane Englebright, PhD, RN, CENP, FAAN
Chair, Board of Commissioners

ID #631799
Print/Reprint Date: 04/05/2024


Jonathan B. Perlin, MD, PhD, MSHA, MACP, FACMI
President and Chief Executive Officer

The Joint Commission is an independent, not-for-profit national body that oversees the safety and quality of health care and other services provided in certified organizations. Information about certified organizations may be provided directly to The Joint Commission at 1-800-994-6610. Information regarding certification and the certification performance of individual organizations can be obtained through The Joint Commission's web site at www.jointcommission.org.





WOMEN'S BUSINESS ENTERPRISE NATIONAL COUNCIL

JOIN FORCES. SUCCEED TOGETHER.

hereby grants

National Women's Business Enterprise Certification

to

Aura Staffing Partners Chicago

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

WBENC National WBE Certification was processed and validated by Women's Business Development Center - Midwest, a WBENC Regional Partner Organization.

Certification Granted: December 8, 2020

Expiration Date: December 15, 2024

WBENC National Certification Number: WBE2003098

Authorized by Emilia DiMenco, President & CEO Women's Business Development Center - Midwest



NAICS: 561311, 561320, 561330
UNSPSC: 80111606, 80111624, 80111701, 80111707, 80111709, 80111715, 80111716, 93141800





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

9/26/2023

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 Assurance, a Marsh & McLennan Agency LLC company 20 N Martingale Road Suite 100 Schaumburg IL 60173	CONTACT NAME: Carson Lamie PHONE (A/C, No, Ext): (847) 463-7131 E-MAIL ADDRESS: Carson.Lamie@MarshMMA.com		FAX (A/C, No): (847) 890-6437
	INSURER(S) AFFORDING COVERAGE		NAIC #
INSURED Aura Staffing Partners, LLC 159 N Sangamon suite 200 PMB #7065 Chicago IL 60607	AURASTA-01	INSURER A : Philadelphia Indemnity Insuran	18058
		INSURER B : Arch Speciality Ins. Co.	21199
		INSURER C : Tokio Marine Specialty Insuran	23850
		INSURER D : Milford Casualty Insurance Com	26662
		INSURER E :	
		INSURER F :	

COVERAGES

CERTIFICATE NUMBER: 618718503

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	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC <input type="checkbox"/> OTHER:			PHPK2606292	9/23/2023	9/23/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 25,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000 \$
C	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			PPK2606467	9/23/2023	9/23/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 5,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			PHUB882848	9/23/2023	9/23/2024	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000 \$
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	MWC1035675	9/23/2023	9/23/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A A B	Crime (Includes Burglary) Employment Practices Liability Cyber			PHPK2606292 PHPK2606292 C-4MK1-100886-CYBER-2023	9/23/2023 9/23/2023 9/23/2023	9/23/2024 9/23/2024 9/23/2024	Limit: 100,000 Claim: 1,000,000 Occ: 3,000,000 ERISA: 100,000 Agg: 1,000,000 Agg: 3,000,000

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

Proof of Insurance Only.

CERTIFICATE HOLDER**CANCELLATION**

Proof of Insurance

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.