



Small Business 8(A) Certified

Response to
RFQ Number ADJ1001
Human Resource Consulting Services

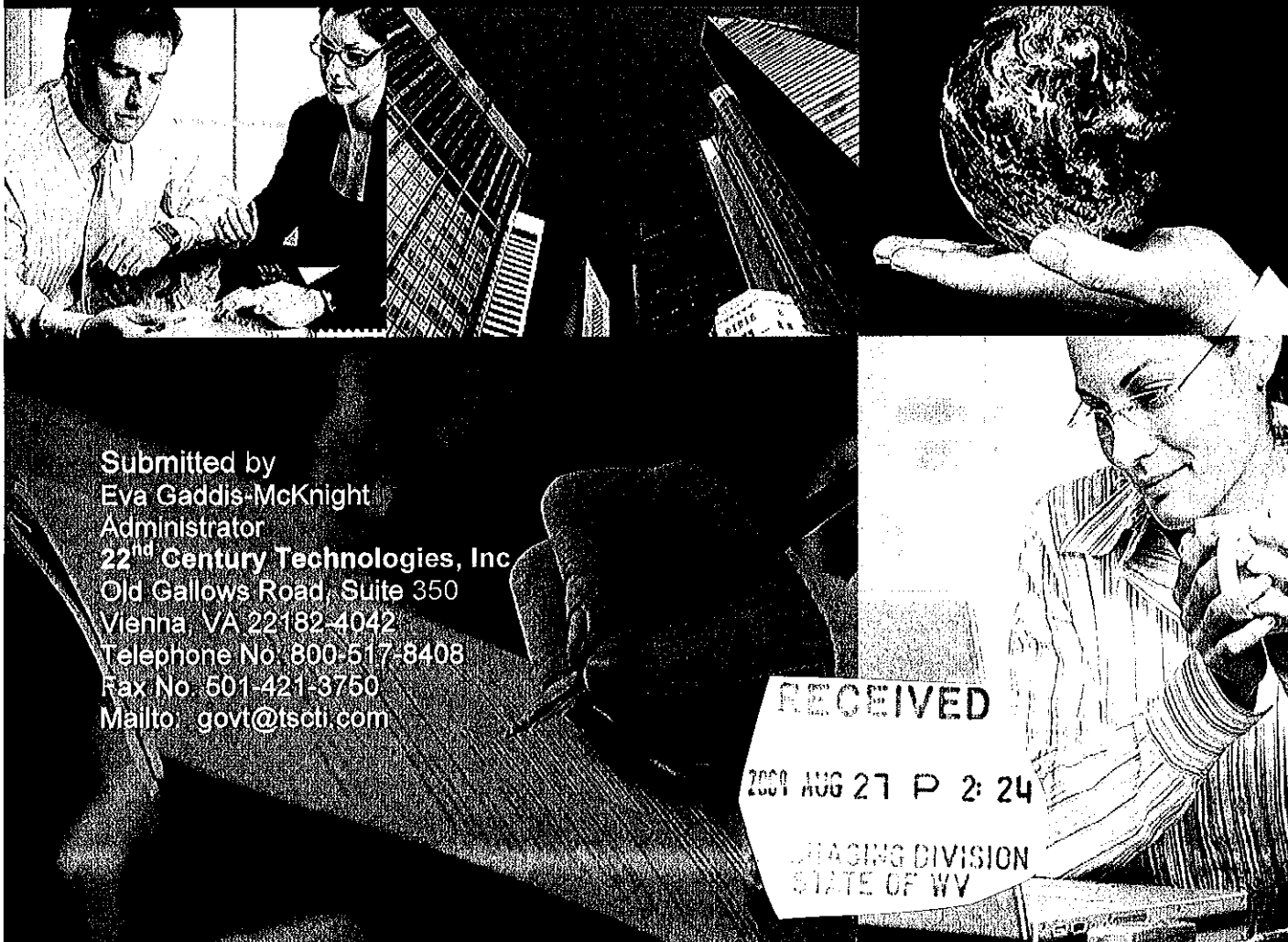


Submitted to:

Attn: John Abbott
Department of Administration
Purchasing Division
2019 Washington Street
East Charleston, WV 25305-0130

22nd Century Technologies Inc.

Due Date: Aug 27, 2009



Submitted by
Eva Gaddis-McKnight
Administrator
22nd Century Technologies, Inc.
Old Gallows Road, Suite 350
Vienna, VA 22182-4042
Telephone No. 800-517-8408
Fax No. 501-421-3750
Mailto: govt@tscti.com

RECEIVED

2009 AUG 27 P 2: 24

BUYING DIVISION
STATE OF WV

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1. Letter of Interest

Date: Aug 26, 2009

Attn: John Abbott
 Department of Administration
 Purchasing Division
 2019 Washington Street
 East Charleston, WV 25305-0130

22nd Century Technologies, Inc (TSCTI) is pleased to respond to RFQ Number ADJ1001 for Human Resource Consulting Services.

Established in 1997, TSCTI is Small Business 8(A) certified, Minority Owned and Small Business Company. TSCTI is holding following contract vehicles with various Federal/ state/county agencies:

Contract Vehicles**➤ Federal**

- GSA Contract Holder

➤ State (IT Services and Consulting Contract)

- WA, TX, LA, RI, NJ, DE, NC, MT, ND, MI, FL, MS, SC, MN, IA

➤ County & Cities (IT Services & Consulting Contract)

- | | |
|---------------------------|--|
| ○ CMAS (CA) | ○ West Palm Beach County (FL) |
| ○ CALPERS (CA) | ○ City Colleges of Chicago (IL) |
| ○ Westchester County (NY) | ○ Port of Portland (OR) |
| ○ City of Tucson (AZ) | ○ Austin Independent School District (TX) |
| ○ King County (WA) | ○ Ohio State University (OH) |
| ○ City of Phoenix (AZ) | ○ ODOT OPO (OR) |
| ○ Larimer County (CO) | ○ Hawaii Department of Education (HI) |
| ○ Clark County (NV) | ○ City of Phoenix Aviation Department (AZ) |
| ○ AHCCS (AZ) | ○ Beaufort County School District (SC) |
| ○ Henderson City (NV) | ○ Hillsborough County Public Schools (FL) |
| ○ Ramsey County (MN) | ○ Arlington County School Board (VA) |
| ○ Suffolk County (NY) | ○ School Board of Broward County (FL) |
| ○ City of Portland (OR) | ○ Board of Water Supply, Honolulu (HI) |
| ○ City of Alexandria (VA) | ○ Howard County Department of Education (MD) |
| ○ Sound Transit (WA) | ○ Baltimore County Public Schools (MD) |

TSCTI understands the importance of effective and timely delivery of a project having tight timelines and budget. TSCTI helps its clients achieve this by providing highly skilled and capable resources with a proven ability to understand client's true needs/ requirements quickly and meet client expectations with minimal interference and rework.

TSCTI Proposed Candidate

TSCTI is proposing Cynthia E. Ballard, a highly skilled & experienced candidate for this solicitation.

Cynthia E. Ballard is a **Human Resource Certified (PHR) Consultant** with 8+ years of experience in training, employee relations, coaching, organizational design, staffing and analysis. He has got strong expertise in statistical analysis with regard to production, manufacturing and staffing in industrial sectors. He has got expertise in planning, directing, implementing and overseeing the company's overall human resources functions and activities to support both short term and long term strategic organizational objectives and goals. He has got excellent corporate, office and field level experience in staffing, training design and development. He has got expertise in developing and implementing management improvement training plans. He has got excellent experience in developing and presenting of training modules. He has got expertise in developing structured interview procedures for employee recruitment. He has excellent experience in performing all administrative duties for the Director of State Financial Aid Programs. He has got expertise in presenting purchase training courses.

Cynthia E. Ballard is currently working with **West Virginia Higher Education Policy Commission, WV** since Aug 08 and has prior experience with **Braxton County Board Of Education, WV** and **Kanawha County Board of Education, WV**

TSCTI Team Strength

TSCTI is well known for building high quality project teams with unparalleled technical expertise and having experience working with government agencies, helping its clients accomplish their initiatives. TSCTI's team members are fully committed to complete client initiatives successfully. Through our company commitment and dedicated staff, TSCTI has a 100% project success rate with all of our clients, including many state and county agencies.

The attached TSCTI response addresses all requirements identified in the current solicitation. TSCTI acknowledges and agrees to all the rights of the state, including solicitation rules and procedures, terms and conditions, and all other rights and term specified in this solicitation.

TSCTI is confident that the proposed consultant meets/exceeds the necessary skills and process knowledge to deliver the work as per defined scope and timelines as well as mature this relationship to a much stronger partnership in other areas.

Should you have any question regarding this proposal, please feel free to contact me.

Once again thank you for your time and consideration.

Sincerely



Eva Gaddis-McKnight
Administrator
22nd Century Technologies, Inc
Old Gallows Road, Suite 350
Vienna, VA 22182-4042
Telephone No: 800-517-8408
Fax No. 501-421-3750
Mailto: govt@tscti.com

2. Quotation forms



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

Request for
Quotation

RFQ NUMBER	PAGE
ADJ1001	1

ADDRESS CORRESPONDENCE TO ATTENTION OF
JOHN ABBOTT
304-558-2544

RFQ COPY
TYPE NAME/ADDRESS HERE
22nd Century Technology Inc.
Old Gallows Road, Suite 350
Vienna, VA 22182-4042

ADJUTANT GENERAL

1703 COONSKIN DRIVE
CHARLESTON, WV
25311-1085 341-6371

DATE PRINTED	TERMS OF SALE	SHIP VIA	FOB	FREIGHT TERMS		
08/12/2009						
BID OPENING DATE: 08/27/2009		BID OPENING TIME 01:30PM				
LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	LS		961-20-00-100	\$39	\$48672
HUMAN RESOURCE CONSULTING SERVICES						
CONTRACT TO PROVIDE HUMAN RESOURCE CONSULTING SERVICES FOR THE WEST VIRGINIA OFFICE OF THE ADJUTANT GENERAL, CHARLESTON, WV, PER THE SPECIFICATIONS.						
EXHIBIT 3						
LIFE OF CONTRACT: THIS CONTRACT BECOMES EFFECTIVE ON AND EXTENDS FOR A PERIOD OF ONE (1) YEAR OR UNTIL SUCH "REASONABLE TIME" THEREAFTER AS IS NECESSARY TO OBTAIN A NEW CONTRACT OR RENEW THE ORIGINAL CONTRACT. THE "REASONABLE TIME" PERIOD SHALL NOT EXCEED TWELVE (12) MONTHS. DURING THIS "REASONABLE TIME" THE VENDOR MAY TERMINATE THIS CONTRACT FOR ANY REASON UPON GIVING THE DIRECTOR OF PURCHASING 30 DAYS WRITTEN NOTICE.						
UNLESS SPECIFIC PROVISIONS ARE STIPULATED ELSEWHERE IN THIS CONTRACT DOCUMENT, THE TERMS, CONDITIONS AND PRICING SET HEREIN ARE FIRM FOR THE LIFE OF THE CONTRACT.						
RENEWAL: THIS CONTRACT MAY BE RENEWED UPON THE MUTUAL WRITTEN CONSENT OF THE SPENDING UNIT AND VENDOR, SUBMITTED TO THE DIRECTOR OF PURCHASING THIRTY (30) DAYS PRIOR TO THE EXPIRATION DATE. SUCH RENEWAL SHALL BE IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT AND SHALL BE LIMITED TO TWO (2) ONE (1) YEAR PERIODS.						
SEE REVERSE SIDE FOR TERMS AND CONDITIONS						
SIGNATURE <i>Eva Addis-McKnight</i>			TELEPHONE 800-517-8408		DATE 08/26/09	
TITLE Administrator			ADDRESS CHANGES TO BE NOTED ABOVE			
WHEN RESPONDING			ADDRESS IN SPACE ABOVE LABELLED "VENDOR"			



State of West Virginia
Department of Administration
Purchasing Division
2019 Washington Street East
Post Office Box 60130
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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>CANCELLATION: THE DIRECTOR OF PURCHASING RESERVES THE RIGHT TO CANCEL THIS CONTRACT IMMEDIATELY UPON WRITTEN NOTICE TO THE VENDOR IF THE COMMODITIES AND/OR SERVICES SUPPLIED ARE OF AN INFERIOR QUALITY OR DO NOT CONFORM TO THE SPECIFICATIONS OF THE BID AND CONTRACT HEREIN.</p> <p>OPEN MARKET CLAUSE: THE DIRECTOR OF PURCHASING MAY AUTHORIZE A SPENDING UNIT TO PURCHASE ON THE OPEN MARKET, WITHOUT THE FILING OF A REQUISITION OR COST ESTIMATE, ITEMS SPECIFIED ON THIS CONTRACT FOR IMMEDIATE DELIVERY IN EMERGENCIES DUE TO UNFORESEEN CAUSES (INCLUDING BUT NOT LIMITED TO DELAYS IN TRANSPORTATION OR AN UNANTICIPATED INCREASE IN THE VOLUME OF WORK.)</p> <p>QUANTITIES: QUANTITIES LISTED IN THE REQUISITION ARE APPROXIMATIONS ONLY, BASED ON ESTIMATES SUPPLIED BY THE STATE SPENDING UNIT. 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.</p> <p>ORDERING PROCEDURE: SPENDING UNIT(S) SHALL ISSUE A WRITTEN STATE CONTRACT ORDER (FORM NUMBER WV-39) TO THE VENDOR FOR COMMODITIES COVERED BY THIS CONTRACT. THE ORIGINAL COPY OF THE WV-39 SHALL BE MAILED TO THE VENDOR AS AUTHORIZATION FOR SHIPMENT, A SECOND COPY MAILED TO THE PURCHASING DIVISION, AND A THIRD COPY RETAINED BY THE SPENDING UNIT.</p> <p>BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THE STATE MAY DEEM THE CONTRACT NULL AND VOID, AND TERMINATE SUCH CONTRACT WITHOUT FURTHER ORDER.</p>						
SEE REVERSE SIDE FOR TERMS AND CONDITIONS						
SIGNATURE <i>Eva Gaddis-McKnight</i>		TELEPHONE 800-517-8408		DATE 07/26/09		
TITLE Administrator		ADDRESS CHANGES TO BE NOTED ABOVE				
WHEN RESPONDING		ADDRESS IN SPACE ABOVE LABELED 'VENDOR'				



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Department of Administration
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3

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BID OPENING DATE: 08/27/2009		BID OPENING TIME 01:30PM				
LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>THE TERMS AND CONDITIONS CONTAINED IN THIS CONTRACT SHALL SUPERSEDE ANY AND ALL SUBSEQUENT TERMS AND CONDITIONS WHICH MAY APPEAR ON ANY ATTACHED PRINTED DOCUMENTS SUCH AS PRICE LISTS, ORDER FORMS, SALES AGREEMENTS OR MAINTENANCE AGREEMENTS, INCLUDING ANY ELECTRONIC MEDIUM SUCH AS CD-ROM.</p> <p>REV. 05/26/2009</p> <p>NOTICE</p> <p>A SIGNED BID MUST BE SUBMITTED TO:</p> <p>DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION BUILDING 15 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305-0130</p> <p>THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:</p> <p>SEALED BID</p> <p>BUYER: JOHN ABBOTT (32)-----</p> <p>RFQ. NO.: ADJ1001-----</p> <p>BID OPENING DATE: 8/27/2009-----</p> <p>BID OPENING TIME: 1:30 PM-----</p>						
SEE REVERSE SIDE FOR TERMS AND CONDITIONS						
SIGNATURE <i>Eva Gaddis-McKnight</i>		TELEPHONE 800-517-8408		DATE 08/26/09		
TITLE Administrator		ADDRESS CHANGES TO BE NOTED ABOVE				
WHEN RESPONDING		LESS IN SPACE ABOVE LABELED 'VENDOR'				

RFQ Number ADJ1001

22nd Century Technologies, Inc

Small Business 8(A) Certified & GSA IT Schedule 70

Software Consulting & Development



State of West Virginia
Department of Administration
Purchasing Division
2019 Washington Street East
Post Office Box 60130
Charleston, WV 25305-0130

Request for
QuotationRFQ NUMBER
ADJ1001PAGE
4ADDRESS CORRESPONDENCE TO ATTENTION OF
JOHN ABBOTT
304-558-2544

RFQ COPY

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08/12/2009						
BID OPENING DATE: 08/27/2009		BID OPENING TIME 01:30PM				
LINE	QUANTITY	UOP	QAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID: ----- 501-421-3750 ----- CONTACT PERSON (PLEASE PRINT CLEARLY): ----- Eva Gaddis-McKnight ----- ***** THIS IS THE END OF RFQ ADJ1001 ***** TOTAL: \$48672						
SEE REVERSE SIDE FOR TERMS AND CONDITIONS						
SIGNATURE <i>Eva Gaddis-McKnight</i>		TELEPHONE 800-517-8408		DATE 08/26/09		
TITLE Administrator		ADDRESS CHANGES TO BE NOTED ABOVE				
WHEN RESPONDING		ID ADDRESS IN SPACE ABOVE LABELED 'VENDOR'				

3. Resume of Proposed Candidate

TSCTI is proposing the following candidate for successful completion of Project:

#	Candidate Name	Title
1	Cynthia E. Ballard	Human Resource Consultant

The proposed candidate is highly skilled and experienced with similar prior work experience. The detailed resume of the candidate is placed next.

Cynthia E. Ballard, Human Resource Consultant**Summary**

Cynthia E. Ballard is a **Human Resource Certified (PHR) Consultant** with 8+ years of experience in training, employee relations, coaching, organizational design, staffing and analysis. He has got strong expertise in statistical analysis with regard to production, manufacturing and staffing in industrial sectors. He has got expertise in planning, directing, implementing and overseeing the company's overall human resources functions and activities to support both short term and long term strategic organizational objectives and goals. He has got excellent corporate, office and field level experience in staffing, training design and development. He has got expertise in developing and implementing management improvement training plans. He has got excellent experience in developing and presenting of training modules. He has got expertise in developing structured interview procedures for employee recruitment. He has excellent experience in performing all administrative duties for the Director of State Financial Aid Programs. He has got expertise in presenting purchase training courses.

Cynthia E. Ballard is currently working with **West Virginia Higher Education Policy Commission, WV** since Aug 08 and has prior experience with **Braxton County Board Of Education, WV** and **Kanawha County Board of Education, WV**

Skill Matrix

Requirement	Relevant information/experience in years
Bachelor's degree from an accredited four-year college or university	Cynthia has Bachelor's degree form BA Marshall University and Professional In Human Resource Certification (PHR)
Degree in personnel administration, human resources, public administration, business administration, industrial organization or industrial psychology.	Cynthia E. Ballard is holding Professional in Human Resource Certification (PHR), ISO-9000 Auditor Training Certification.
Seven years of paid professional public sector human resources or personnel administration experience	Cynthia has 8+ years of experience with Public sector human resources Clients: West Virginia Higher Education Policy Commission, WV , West Virginia State Community & Technical College, WV , Braxton County Board Of Education, WV, Kanawha County Board of Education, WV
Human resources experience in West Virginia state government.	Cynthia has 8+ years of experience working as a Human Resource Consultant with Virginia State government Clients: West Virginia Higher Education Policy Commission, WV , West Virginia State Community & Technical College, WV , Braxton County Board Of Education, WV, Kanawha County Board of Education, WV

Core Competency

- Expert in scheduling conference meeting space and making hospitality arrangements.
- Experience in development, interpretation and application of Personnel Policies and Procedures, job classification and pay administration, employee recruitment and selection.
- Expertise in developing training materials with subject matter experts to train operators.
- Strong experience in interviewing internal candidates for promotional opportunities.
- Strong experience in preparing operation training manuals for rebuilding of modular.
- Good experience in participation in selection interview panels; review of applications for applicant ranking and selection process.
- Responsible for the planning, directing, implementing and overseeing the company's overall human resources functions and activities to support both short term and long term strategic organizational objectives and goals.
- Experience in Development and presentation of training modules
- Strong experience in providing leadership and planning expertise in measuring the overall effectiveness of the companies benefit programs.
- Strong experience in implementing MBO's (Management by objectives) with staff.
- Experience in developing and presenting safety training following OSHA guidelines for over 1200 employees.
- Good experience working with HEAPS, GEAR-UP, and Child Development Scholarship administration, calculations, spreadsheets, and disbursement of funds.

- Good experience with interviewing process.
- Experience in developing a database using MS Access for tracking employee records and training records.
- Experience working with subject matter expert to develop training material for an ISO-9000 Internal Auditor certification program.
- Experience with MS Win 2003/2007 Microsoft Word, Access, Excel and PowerPoint.
- Experience in handling registration at conferences and troubleshooting during each conference or meeting.
- Experience in redesigning existing safety program, proactive program, and train management on progressive safety philosophies.
- Experience in supervising the underwriting, actuarial and financial analysis.

Education and Certification

- Bachelor Degree of Arts from BA Marshall University
- **Professional in Human Resource Certification (PHR)**

Professional Experience

Client	West Virginia Higher Education Policy Commission, WV
Position	Human Resource Consultant
Duration	Aug 08 – Present

Responsibilities:

- Coordinated funds for dislocated workers per the new stimulus package and the new government reporting procedures.
- Development, interpretation and application of Personnel Policies and Procedures to include operative definitions, job classification and pay administration, employee recruitment and selection.
- Responsible for the planning, directing, implementing and overseeing the company's overall human resources functions and activities to support both short term and long term strategic organizational objectives and goals.
- Support the employment of new hires and movement of current employees as required
- Responsible for scheduling conference meeting space and making hospitality arrangements.
- Responsible for handling registration at conferences and troubleshooting during each conference or meeting.
- Handled calls promptly with a professional tone and proper telephone etiquette.
- Purchased supplies and promotional items as needed.
- Preparation and review of vacancy announcements
- Composed and proofread letters, memos and emails.
- Prepared workshop packets.
- Responsible for making travel arrangements.
- Traveled, when necessary to various parts of the state to help with other conference registrations or workshops.
- Completed various interdepartmental documents.

Client	West Virginia State Community & Technical College, WV
Position	Human Resource Consultant
Duration	Aug 07 – Aug 08

Responsibilities:

- Responsible for Employee Handbook updates and determination of pay scale per WV code.
- Responsible for implementation of MBO's (Management by objectives) with staff.
- Responsible for interviewing process.
- Received, opened and date stamped mail.
- Reviewed and processed new application for Assistive Technology.
- Reviewed by policy, processed, approved or denied payment requests.
- Redesigned existing safety program, pro active program, trained management on progressive safety philosophies.
- Successfully developed safety program to reduce workers compensation cost, and minimized lost work day injuries, implemented monthly safety compliance audits.
- Scheduled rotating shift union employees for a 24 hour seven day week operation.

- Overall management and administration of the human resources, labor relations, benefits, safety, health and environmental departments.
- Kept close communication with doctors offices, vendors and family.
- Faxed approved information to vendors for processing.
- Handled employees travel and leave forms.
- Handled meetings space requests and phone conference requests.
- Responsible for converting into Microsoft Word weekly nurse registers and face sheets form for the programs clinics.
- Responsible for backing the system point of entry database each evening.

Client	Braxton County Board Of Education, WV
Position	Administrative Coordinator
Duration	Feb 07 – Jul 07

Responsibilities:

- Responsible for Planning and Scheduling and Interdepartmental Coordination.
- Be available at a moments notice
- Develop last minute lesson plans when necessary
- Record students grades
- Teach from developed curriculum
- Leaving relief information for the teacher upon their return.

Client	Kanawha County Board of Education, WV
Position	Human Resource Consultant
Duration	Apr 01 – Oct 06

Responsibilities:

- Initiated and tracked all payroll changes, administrator of all benefit programs like 401 k, health, life, short term and long term disability, dental, paid holidays and vacations.
- Provided leadership and planning expertise in measuring the overall effectiveness of the companies benefit programs, supervised the underwriting, actuarial and financial analysis, negotiated corporate health care coverage's with providers and implemented a quarterly review of health care plans with providers.
- Set up charts, filed client information and opened and disturbed mail.
- Maintained databases, prepared for conferences, made travel and hotel arrangements.
- Oral and written communication
- Redesigned existing safety program, pro-active program, trained management on progressive safety philosophies.

References - Cynthia E. Ballard

The reference details of Cynthia E. Ballard are as follows:

#	Name	Client	Email/ Phone No.
1.	Linda Sutton	West Virginia State Community & Technical College	304-766-5727 lsutton@wvscctc.edu
2.	Melissa Samples	West Virginia Higher Education Policy Commission	304-558-4618 samples@hepc.wvnet.edu
3.	Judy Kee-Smith	West Virginia Higher Education Policy Commission	304-558-4417 kee@hepc.wvnet.edu

4. Price Proposal

The hourly rate of the proposed candidate is as follows:

#	Candidate Name	Title	Hourly Rate
1	Cynthia E. Ballard	Human Resource Consultant	\$39

5. Vendor Preference Certificate

Rev. 09/08

State of West VirginiaRFQ NO. ADJ1001

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VENDOR PREFERENCE CERTIFICATE

Certification and application* is hereby made for Preference in accordance with *West Virginia Code, §5A-3-37*. (Does not apply to construction contracts). *West Virginia Code, §5A-3-37*, provides an opportunity for qualifying vendors to request (at the time of bid) preference for their residency status. Such preference is an evaluation method only and will be applied only to the cost bid in accordance with the *West Virginia Code*. This certificate for application is to be used to request such preference. The Purchasing Division will make the determination of the Resident Vendor Preference, if applicable.

1. Application is made for 2.5% resident vendor preference for the reason checked:
 _____ Bidder is an individual resident vendor and has resided continuously in West Virginia for four (4) years immediately preceding the date of this certification; or,
 _____ Bidder is a partnership, association or corporation resident vendor and has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; or 80% of the ownership interest of Bidder is held by another individual, partnership, association or corporation resident vendor who has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; or,
 _____ Bidder is a nonresident vendor which has an affiliate or subsidiary which employs a minimum of one hundred state residents and which has maintained its headquarters or principal place of business within West Virginia continuously for the four (4) years immediately preceding the date of this certification; or,
2. Application is made for 2.5% resident vendor preference for the reason checked:
 _____ Bidder is a resident vendor who certifies that, during the life of the contract, on average at least 75% of the employees working on the project being bid are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; or,
3. Application is made for 2.5% resident vendor preference for the reason checked:
 _____ Bidder is a nonresident vendor employing a minimum of one hundred state residents or is a nonresident vendor with an affiliate or subsidiary which maintains its headquarters or principal place of business within West Virginia employing a minimum of one hundred state residents who certifies that, during the life of the contract, on average at least 75% of the employees or Bidder's affiliate's or subsidiary's employees are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; or,
4. Application is made for 5% resident vendor preference for the reason checked:
 _____ Bidder meets either the requirement of both subdivisions (1) and (2) or subdivision (1) and (3) as stated above; or,
5. Application is made for 3.5% resident vendor preference who is a veteran for the reason checked:
 _____ Bidder is an individual resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard and has resided in West Virginia continuously for the four years immediately preceding the date on which the bid is submitted; or,
6. Application is made for 3.5% resident vendor preference who is a veteran for the reason checked:
 _____ Bidder is a resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard, if, for purposes of producing or distributing the commodities or completing the project which is the subject of the vendor's bid and continuously over the entire term of the project, on average at least seventy-five percent of the vendor's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years.

Bidder understands if the Secretary of Revenue determines that a Bidder receiving preference has failed to continue to meet the requirements for such preference, the Secretary may order the Director of Purchasing to: (a) reject the bid; or (b) assess a penalty against such Bidder in an amount not to exceed 5% of the bid amount and that such penalty will be paid to the contracting agency or deducted from any unpaid balance on the contract or purchase order.

By submission of this certificate, Bidder agrees to disclose any reasonably requested information to the Purchasing Division and authorizes the Department of Revenue to disclose to the Director of Purchasing appropriate information verifying that Bidder has paid the required business taxes, provided that such information does not contain the amounts of taxes paid nor any other information deemed by the Tax Commissioner to be confidential.

Under penalty of law for false swearing (*West Virginia Code, §61-5-3*), Bidder hereby certifies that this certificate is true and accurate in all respects; and that if a contract is issued to Bidder and if anything contained within this certificate changes during the term of the contract, Bidder will notify the Purchasing Division in writing immediately.

Bidder: 22nd Century Technologies IncSigned: Eva Gaddis-McKnightDate: 08/26/09Title: Administrator

*Check any combination of preference consideration(s) indicated above, which you are entitled to receive.

6. Purchasing Affidavit

RFQ No. ADJ1001

8

STATE OF WEST VIRGINIA
Purchasing Division**PURCHASING AFFIDAVIT****VENDOR OWING A DEBT TO THE STATE:**

West Virginia Code §5A-3-10a provides that: No contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and the debt owed is an amount greater than one thousand dollars in the aggregate.

PUBLIC IMPROVEMENT CONTRACTS & DRUG-FREE WORKPLACE ACT:

If this is a solicitation for a public improvement construction contract, the vendor, by its signature below, affirms that it has a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the *West Virginia Code*. The vendor must make said affirmation with its bid submission. Further, public improvement construction contract may not be awarded to a vendor who does not have a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the *West Virginia Code* and who has not submitted that plan to the appropriate contracting authority in timely fashion. For a vendor who is a subcontractor, compliance with Section 5, Article 1D, Chapter 21 of the *West Virginia Code* may take place before their work on the public improvement is begun.

ANTITRUST:

In submitting a bid to any agency for the state of West Virginia, the bidder offers and agrees that if the bid is accepted the bidder will 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 the bidder.

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership or person or entity submitting a bid for the same materials, supplies, equipment or services and is in all respects fair and without collusion or fraud. I further certify that I am authorized to sign the certification on behalf of the bidder or this bid.

LICENSING:

Vendors 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 agencies or political subdivision. Furthermore, the vendor must provide all necessary releases to obtain information to enable the Director or spending unit to verify that the vendor is licensed and in good standing with the above entities.

CONFIDENTIALITY:

The vendor agrees that he or she 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 <http://www.state.wv.us/admin/purchase/privacy/noticeConfidentiality.pdf>.

Under penalty of law for false swearing (*West Virginia Code* §61-5-3), it is hereby certified that the vendor affirms and acknowledges the information in this affidavit and is in compliance with the requirements as stated.

Vendor's Name: 22nd Century Technologies, IncAuthorized Signature: *Eva Gaddis-McKnight*Date: 08/26/09

Purchasing Affidavit (Revised 01/01/09)

7. Company Profile

22nd Century Technologies Inc. (TSCTI) is an IT Consulting and enterprise solution provider established in 1997. TSCTI is a certified 8(A) Small Business and Minority Owned Company incorporated with innovative approach to provide enterprise level IT consulting, solutions and IT recruitment, staffing. We architect, build, and deploy technology-based solutions that effectively integrate enterprise business processes. TSCTI has positioned offices across the United States such that we can serve all our clients. With headquarters in NJ, TSCTI has offices in many states including, VA, MN, ND, IA, MD, and TX.

Company Information

- More than 35 contracts of State, Local and Federal Agencies
- Minority, SBA 8(a), GSA Schedule 70 Company
- Over 100 consultants available globally
- Revenue of \$14M in 2008.
- Invoiced over One Million hours of IT consulting services since inception
- Vertical Domain knowledge for Insurance, Amdocs, Telecom and Government sector
- Strategic partnership with Sun, Bea, Microsoft, Oracle, HP, IBM and CISCO

TSCTI is managed by highly dedicated, focused and result oriented IT Management Team with average 20 years of IT and management experience. With a team of more than 100 consultants deployed at various client sites, TSCTI has Fortune 500, State and Federal agencies as its clients. TSCTI maintains a database of more than 60,000 consultants, available as needed. TSCTI recruiting team consisting of more than 50 recruiters, data miners and research analysts, is working round the clock to identify the market demand and expand consultant's database. Over 40% of TSCTI consultants are working at different state/federal/county agencies. TSCTI has successfully maintained a long term working relationship with most of its clients in both Government as well as Commercial sectors. Our growth and success is attributed to our honest and flexible approach backed with a real client-focused philosophy having

- Dedicated Team of local Liaison officers and Account Managers
- Well Defined & Matured Recruitment Process
- Well defined and documented Communication Approach

TSCTI has strong and proven track record since 1997. We have successfully delivered over \$60M of IT staffing and consulting services. Since its inception, TSCTI has executed IT contracts of similar size and type in Government & Commercial Sector. TSCTI has evolved in-house methodology and processes to handle Government IT contracts. TSCTI has a dedicated team with experience and well understanding of Government contracts.

In 1998, TSCTI started its first State Government Staff Augmentation with Washington State Department of Transportation. Since then TSCTI has secured 35 State & Local Government contracts and has provided more than 200,000 hours of IT services to different federal, state and county agencies. TSCTI has maintained a long term working relationship with most of its clients.

TSCTI has been providing similar services to Government clients for the last 10 years. Our consultants have provided both end-to-end solutions (configuration, administration and end-to-end application software development) and specific design/development services in different technologies for Government and commercial clients. This flexibility is supplemented by our vast expertise in design and development of host-centric or n-tier client-server architecture across different environments.

TSCTI is proud to include a list of government sector contracts held by TSCTI for providing Information Technology services:

State

- | | |
|-------------------------|---------------------------|
| • State of Rhode Island | • State of North Carolina |
| • State of Delaware | • State of South Carolina |
| • State of New Jersey | • State of Mississippi |
| • State of Michigan | • State of Minnesota |
| • State of Montana | • State of Maryland |
| • State of Washington | • State of Texas |
| • State of Florida | • State of North Dakota |
| • State of Iowa | • State of Louisiana |

County/City

- Ramsey County, MN
- Westchester County (NY)
- West Palm Beach County (FL)
- City of Tucson (AZ)
- King County (WA)
- City of Phoenix (AZ)
- Suffolk County, NY
- Larimer County, CO
- Henderson City (NV)
- City of Portland (OR)
- Clark County (NV)
- City of Alexandria (VA)

Agency

- Beaufort County School District (SC)
- Baltimore County Public Schools (MD)
- Arlington County School Board (VA)
- AHCCS (AZ)
- Hillsborough County Public Schools (FL)
- School Board of Broward County (FL)
- CALPERS (CA)
- Ohio State University (OH)
- City of Phoenix Aviation Department (AZ)
- Sound Transit (WA)
- Hawaii Department of Education (HI)
- CMAS (CA)
- Board of Water Supply, Honolulu (HI)
- Howard County Department of Education (MD)
- City Colleges of Chicago (IL)
- Austin Independent School District (TX)
- Port of Portland (OR)
- ODOT OPO (OR)

TSCTI Track Record of Success

TSCTI has various case studies providing services to state and local government agencies. We have chosen to highlight the following clients to illustrate our track record of success:

State of Washington

TSCTI is a preferred vendor with DIS, DOH and DOT for State of Washington. TSCTI has outperformed other consulting companies competing in the State of Washington. The categories include Project Management, Business Analysis, Technology architecture planning and development, Client server, web & n-tier Application Development, Database Administration & development, Systems Analysis, Network & System administration, Security analysis, Mainframe Development, Quality Assurance & testing and Workstation installation & support. TSCTI has been directly recognized by the Program Manager for our outstanding performance.

TSCTI has successfully maintained a long term working relationship by providing Information Technology services in multiple projects with State of Washington. Some of the applications on which TSCTI team worked along with the client team for designing and development initiatives as listed next:

- Self Insurance Electronic Data Reporting System (SIEDERS), L&I, WA
- Accounts Receivable Collection System (ARC), L&I, WA
- Apprenticeship Referral Tracking System (ARTS), L&I, WA
- eSnoopi, Online Truck Permit System, DOT, WA
- Credit Card Service (CCSV), DOT, WA
- Real Estate Information System (REIS), DOT, WA
- DOL Application, DOL, WA

Department of Information Technology, Palm Beach, FL

TSCTI has been selected as the primary IT services vendor to provide IT services in categories like Project Management, Business Analysis, Development Solutions and Database Administration.

TSCTI has successfully maintained a long term working relationship by providing Information Technology services in multiple projects with State of Florida.

Some of the applications on which TSCTI team worked along with the client team for development/support are listed next:

- Tax Collector Web Application
- Municipal Wireless Initiative
- Information Systems Services (ISS) project

State of North Carolina

TSCTI is providing IT Staff augmentation services to State of North Carolina. TSCTI is committed to provide IT professionals and services relating to Project Management, Systems Analysis & Programming, Systems & Network Security, Database Management, Desktop/Helpdesk/IT Operations Support, and LAN Integration, LAN /WAN, Development/Upgrade & support.

Amdocs, Inc

TSCTI has provided IT services to various Amdocs offices all over North America since 1998. TSCTI provides IT services relating to Project management, Technical solution Architecture and technology assessment, Capacity Planning and Technical Architecture, Business continuity and DR solution, Business Analysis, Requirements Gathering and Systems Analysis, Software Development & Maintenance – client/server and web-based, Data conversion & migration, Database Design and Development, Data Warehouse Support, Project Planning and Analysis categories.

TSCTI has provided these services to Amdocs for various implementations including in their outsourcing center located in Virginia, Illinois, Texas, Georgia, Colorado, Washington, Missouri and New Jersey. These projects included management, implementation, development, maintenance and support of customer care, CRM, billing, ordering systems and other Amdocs application. These implementations were very complex in nature with a project consisting of 200-400 people on average 2 year implementation with very huge infrastructure of 100s of servers, 100s of terabyte storage.

Business Partnerships

We have developed strategic partnerships with leading providers of open-standard software platforms, which have enabled us to provide premium-quality services to our clients through early access to new technologies as well as preferred access to training and technical support.

