

August 7, 2013

Roberta Wagner  
Department of Administration, Purchasing Division  
2019 Washington Street East  
P.O. Box 50130  
Charleston, WV 25305-0130

Re: RFQ No.: BHS14022 Bureau for Behavioral Health & Health Facilities

Dear Ms. Wagner,

My name is Leo R. Blatz, R.N., M.S.N. I am the Chief Executive Officer of Worldwide Travel Staffing, Limited (Worldwide). Enclosed please find Worldwide's formal response to Nursing Services for the Bureau for Behavioral Health & Health Facilities. Please be aware that Worldwide does accept and agree to all terms and requirements of the RFQ.

Since 1993, Worldwide has delivered quality Psychiatric Services to state, federal government and private sector hospital clients throughout the world. Included among Worldwide's routine staffing is the provision of qualified registered nurses, licensed practical nurses and certified nursing assistants on both per diem and long term assignments. Psychiatric nurse placements are Worldwide's specialty. Worldwide is the largest global provider of psychiatric services.

**In June of 2013, Worldwide was awarded a contract from Mildred-Mitchell Bateman Hospital for the placement of Psychiatric Registered Nurses and Licensed Practical Nurses. Worldwide currently has seven healthcare professionals working at Mildred-Mitchell Bateman Hospital. Worldwide welcomes the opportunity to expand services to Bureau for Behavioral Health and Health Facilities.**

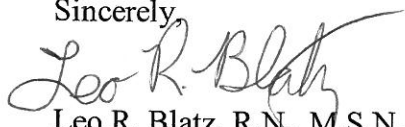
I will be the authorized representative and primary contact throughout the duration of this contract. I will be available 24 hours a day, seven days a week to answer any questions or address any concerns that may arise. My contact information is as follows:

Worldwide Travel Staffing, Ltd.  
2829 Sheridan Drive  
Tonawanda, NY 14150

Toll free no. 866-633-3700 ext. 101  
Toll free fax no. 877-375-2450  
Email: LBlatz@WorldwideTravelStaffing.com

If you have any questions or desire any clarifications for this response, please do not hesitate to contact me.

Sincerely,

  
Leo R. Blatz, R.N., M.S.N.  
Chief Executive Officer

08/09/13 10:05:48 AM  
West Virginia Purchasing Division

## Qualification / Experience

Worldwide Travel Staffing, Limited (Worldwide) is a New York State corporation established in 1993 (FID 16-1432616). For the past 20 years Worldwide has been responsibly providing fully credentialed and highly qualified medical professionals to client facilities worldwide. In November 2009, the Joint Commission certified Worldwide as a Health Care Staffing Agency (Organization ID no. 488772).

Worldwide has the qualifications and experience necessary to responsibly perform the services required in RFQ No. BHS14022 to provide Locum Tenens Registered Nurses, Licensed Practical Nurses, Certified Nursing Assistants and Health Service Workers to the Bureau for Behavioral Health and Health Facilities. Worldwide will provide competent staff who possess the necessary training, education and experience in the specific areas outlined in the bid specifications.

Worldwide's three female owners/officers, represent a combined 74 years of travel staffing corporate experience. The New York State Department of Economic Development, Division of Minority and Women's Business Development has granted Worldwide Women Owned Business Enterprise status (certificate no. 07619-2006). Since 2007, the North Carolina Department of Administration Office for Historically Underutilized Businesses has also recognized Worldwide as a Women Owned Business Enterprise.

In June of 2013, Worldwide was awarded a contract from Mildred-Mitchell Bateman Hospital for the placement of Psychiatric Registered Nurses and Licensed Practical Nurses. Worldwide currently has seven healthcare professionals working at Mildred-Mitchell Bateman Hospital. Worldwide will continue to provide healthcare professionals into the future, including new starts scheduled for August. Worldwide welcomes the opportunity to expand our services to the Bureau for Behavioral Health and Health Facilities.

Worldwide is licensed by the State of North Carolina, Department of Health and Human Services, Division of Health Service Regulation to operate as a Nursing Pool Agency (facility id. 080198, license no. P3728). In March of 2010, the North Carolina Department of Health and Human Services, Division of State Operated Healthcare Facilities (DSOHF) awarded Worldwide *Primary Vendor Status* for all state operated facilities in North Carolina (contract no. 2049). The contract was renewed for an additional three year term in April of 2012, awarding Worldwide *Sole Provider Status*. Worldwide currently has more than 250 R.N.'s, L.P.N.'s and Certified Nursing Assistants placed at these facilities. Since 2006, Worldwide has also been a registered Health Care Services Pool Agency (#806) for the State of Florida, Agency for HealthCare Administration, Division of Health Quality Assurance.

Worldwide was awarded the State of New York Executive Department, Office of General Services (OGS), Temporary Personnel Services contract (no. PS63482) in November of 2007. Under the OGS contract, Worldwide provides fully credentialed, professional Registered Dietitians, Physical Therapist, Occupational Therapist, Registered Nurses, Licensed Practical Nurses, Certified Nursing Assistants, Surgical Technicians, Psychiatrist, Dentist and Allied Healthcare professionals to all OGS facilities. Some of these facilities include New York State Child and Adult Care Food Program, New York State Department of Health – Division of

Nutrition, New York State Department of Corrections, New York State Department of Health Utilization Management, New York State Child & Family Services, New York State Department of Health, New York State Workers Compensation Board, and the New York State School for the Blind. The healthcare professionals assigned to the OGS contract are either per diem or long term staffing.

Worldwide has provided qualified Psychiatric Registered Nurses to Wyoming State Hospital (WSH) since November of 2005. Worldwide was recently awarded RFP Nos. 0245-V and 0343-V for Nursing Services and Advanced Practice Registered Nurses at WSH. The contracts run through June of 2014.

Worldwide has established exceptional relationships with many facilities, including: Wyoming State Hospital, New York State Office of General Services, New York State Department of Corrections, New York State Department of Health, Minnesota State Operated Services, Central Regional Hospital, Cherry Hospital, Oregon State Hospital, Horizon Mental Health Management and The Governor Juan F. Luis Hospital in the U.S.V.I. to name a few. Worldwide currently maintains contracts with the following large hospital associations: Parallon Workforce Management Solutions (formerly All About Staffing, Inc. – Hospital Corporation of America), MedAssets, Arizona Hospital Association, Medefis, Kaiser Foundation Hospitals, Focus One, LLC, New Mexico Hospital Association and the South Carolina Hospital Association. International contracts are active in the U.K., Ireland, Australia and New Zealand.

### **Management Team**

President / Director of Nursing / Clinical Specialist - Laurie A. Dolega, R.N., M.S.N.  
*27 years of Corporate Executive Experience*

Laurie A. Dolega, R.N., M.S.N. has over 32 years of experience as a Registered Nurse, 26 of which involved the direct management and placement of healthcare professionals. Ms. Dolega will serve as the Clinical Specialist throughout the duration of the contract, responsible for the screening and second interviews of all submissions.

Vice President - Karen E. Crone-McCauley, R.N.  
*30 years of Corporate Executive Experience*

Karen E. McCauley, R.N. has experience in both clinical and administrative areas. Ms. McCauley has an extensive work history including the development and implementation of policies and procedures to satisfy federal, state, local and Joint Commission guidelines.

Chief Executive Officer - Leo R. Blatz, R.N., M.S.N.  
*30 years of Corporate Executive Experience*

Leo R. Blatz, R.N., M.S.N., will be the primary contact throughout the duration of this contract. Mr. Blatz will be available 24/7 for immediate response to any contract questions or emergency situations. Mr. Blatz began working with state and federal government contracts in 1987. During his 26-year healthcare staffing career, Mr. Blatz has overseen \$350 Million in contracts. Mr. Blatz has successfully negotiated and serviced contracts throughout the United States and thirteen international locations. The scope of his work has included providing Registered Nurses, Licensed Practical Nurses, Certified Nursing Assistants, Physical Therapist, Registered

Dietitians, Speech Pathologists, Occupational Therapists, Surgical Technicians and Allied Healthcare professionals to facilities worldwide.

Chief Operating Officer - Joseph B. Giaimo

*15 years of Corporate Executive Experience*

Joseph B. Giaimo, Worldwide's Chief Operating Officer, supervises Worldwide's recruiters and their day-to-day submission of candidates to all client facilities. Mr. Giaimo is also responsible for the recruitment and reporting requirements associated with the New York State Office of General Services, the North Carolina Department of Health and Human Services, Division of State Operated Healthcare Facilities, numerous state hospital contracts, and multiple large hospital associations, including Parallon Workforce Management Solutions (formerly All About Staffing, Inc., Hospital Corporation of America), and the Broadlane Group.

Mr. Blatz and Mr. Giaimo once successfully recruited 37 psychiatric nurses within 30 days of contract award at Central State Hospital in Petersburg, Virginia. Other notable deployment activities include the rapid mobilization of Psychiatric Registered Nurses in response to Hurricane Katrina.

Mr. Giaimo will be the Account Manager to the Bureau for Behavioral Health and Health Facilities. Mr. Giaimo's knowledge and experience with the nuances of medical staffing assignments will ensure quality staffing to the Bureau for Behavioral Health and Health Facilities. His duties include but are not limited to:

- Communicating by email and telephone in response to staffing requests
- Being on-call 24/7 for staffing requests
- Providing individualized contact with the Staffing Office
- Conducting interviews and credentialing of Agency Healthcare Professionals (AHP's)
- Coordinating the submission of qualified candidates with the Staffing Office
- Scheduling orientation shifts with the Staffing Office
- Recruiting and credentialing initial and additional staff
- Conducting evaluations and on-going testing of the knowledge and skills of AHP's

**Performance Improvement Program**

**Agency HealthCare Professionals (AHPs) Qualifications, Experience and Training**

Worldwide utilizes a time-tested Performance Improvement Program. This program is specifically designed to monitor the system of accountability in the administration, supervision, and management of Agency HealthCare Professionals (AHPs), as well as the ongoing review of company policies and procedures. The program promotes quality patient care, comprehensive hiring and credentialing practices and employee performance monitoring practices. Adherence to the values and framework of the Performance Improvement Program has enabled Worldwide to provide the highest quality of personnel and customer service to our clients.

The process begins with the receipt of a signed and dated application for employment and skills checklist. The documents are reviewed to ensure an appropriate candidate fit. The skills

checklist is updated annually and the credentials of the applicant are verified. Professional licensure and/or certifications are verified with the appropriate licensure/certification board, employment references and work experience are confirmed, and EPLS and OIG searches are conducted. Worldwide utilizes Clinical Assessments Company by Prophecy (formerly Nurse Testing) to perform medication tests and skills verification. The candidate's file is reviewed by the Clinical Specialist. An interview is conducted to ensure that the candidate has the appropriate skill set and experience to be considered for the job order.

The following is a list of requirements and documentation for Worldwide personnel. All documentation and credentialing meet or exceed the Bureau for Behavioral Health and Health Facilities and Joint Commission standards. The documentation is forwarded to a facility upon notification of interest in a candidate's application. The documentation includes the following:

- A completed employment application or resume
- Graduate from an accredited nursing or certification program as determined by the requested specialty
- Two (2) years of recent relevant clinical experience in the clinical specialty
- Professional references from all previous employers addressing clinical skills verified
- Current and valid Registered Nurse or Licensed Practical Nurse license and certifications as determined by the requested specialty
- A current copy of CPR, BCLS, ACLS, and other certificates as determined by the requested specialty in accordance with the facility requirements
- A copy of an annual physical examination
- A copy of an annual PPD or copy of chest x-ray and TB screening questionnaire
- Signed documentation stating AHP has immunization, is in the process of receiving vaccine, or is declining the vaccination as relates to Hepatitis B
- MMR Titre or immunization for:
  - Rubella Titre or immunization AND
  - Rubeola Titre or immunization
- Varicella Titre or immunization
- Fingerprinting and criminal background checks conducted in accordance with the facility specifications
- A Ten-panel drug screen prior to beginning work assignment and annually thereafter
- OIG and EPLS searches
- A completed I-9 form
- Annual in-service training covering the following topics:
  - standard precautions
  - bloodborne pathogens
  - universal precautions
    - fire/electrical safety
  - OSHA hazard communications policy and how to use an MSDS
  - age specific competency
  - HIPAA training
  - violence prevention
  - diversity in the work place



- national patient safety goals
- Any additional requirements which may be requested by the facility or by contract

Only those candidates that satisfy the criteria outlined in Worldwide's evaluation process AND meet the facilities specific request shall be considered for submission. The requirements established by the contract provisions are reviewed. Should the profile meet or exceed both criteria, the AHP's file will be completed and submitted with the required documentation for review by the designated facility contact. In the event that the facility contact requests that the AHP be assigned directly to a position, that preference will be accommodated. Worldwide will provide a confirmation letter to the facility contact immediately following the AHP's acceptance of the assignment.

Once the compliance documentation has been received and the appropriate compliance forms have been completed, the recruiter will present the information to Worldwide's Clinical Specialist. The Clinical Specialist will perform a second review of the documentation. If all documentation is in order, the Clinical Specialist will sign off on the compliance forms for each AHP submitted.

Worldwide is committed to obtaining and monitoring all AHP compliance as required by the facility contract. Upon initial acceptance of an assignment, the AHP is issued written correspondence outlining the compliance documentation that is required by the facility contract. Any compliance items that may expire during the life of the contract are flagged, and the date the updated documentation is required will be listed. All compliance is to be submitted to Worldwide a minimum of one week prior to the start of the assignment.

Worldwide's Compliance Officer, reviews the employee compliance forms and monitors AHP performance. This practice ensures continued compliance with all evaluations, education, certifications and the facility requirements. Self evaluation forms are sent to all AHPs during the first month on assignment. Client evaluation (evaluation of off-site agency personnel) forms are sent to the facility prior to the AHP's completion of an assignment. Completed evaluation forms are kept in the AHP's file and updated annually and at the completion of each assignment.

The self evaluation forms, client evaluation forms, clinical specific screening exams and skills checklists assist Worldwide's Account Manager and Clinical Specialist in evaluating AHPs and detecting potential areas of improvement. The Clinical Specialist will use this information to work with the AHP to identify continuing education programs that will be beneficial.

Worldwide recognizes that maintaining quality patient care requires continued education. All AHPs are encouraged to advance their education and certifications by attending in-service programs and continuing education courses. Worldwide compensates full time AHPs for attendance at both mandatory and non-mandatory in-services.

Worldwide utilizes Clinical Assessments by Prophecy (formerly Nurse Testing) to provide Continuing Education Credits (CEUs), clinical competency examinations and assessments to AHPs. All assessments are completed online and are automatically scored, providing Worldwide with immediate results pinpointing behaviors and assessing knowledge. The online program

offers a valid and reliable way to evaluate both applicants and incumbents, thereby advancing patient safety and client satisfaction, while reducing turnover.

Worldwide utilizes Goldmine customer relationship management software to manage nurse and client contacts, track placements, store electronic notes and records, print reports and monitor compliance. The software enables Worldwide to maintain detailed information on all candidates. Recruiters regularly compile information on each candidate as it relates to their qualifications, experience level, expertise in specific disciplines and past performance. The information is filtered and applied to the specific needs of the client.

Goldmine is also used to collect and analyze monthly data on AHP compliance. The software tracks compliance and executes monthly reports flagging individuals with compliance items that are scheduled to expire and require action. The reports notify expiration of compliance documentation at sixty (60) and thirty (30) day intervals prior to the date of expiration. Worldwide's Compliance Officer oversees the data collection and follows up on the reports to ensure that all AHPs remain in compliance.

Immediately upon the receipt of any inquiries, complaints or other incidents reflecting irregularities from any participating institution, the Account Manager, Clinical Specialist, Chief Executive Officer and any other staff indicated, will meet to investigate the matter. A conference call may be requested with the facility to discuss the details of the incident. If the incident is of a serious nature, the Chief Executive Officer and Clinical Specialist will meet on site at the facility. The meetings shall be offered within 24 hours of the initial report and scheduled at the facility's convenience.

Worldwide's Performance Improvement Committee conducts monthly meetings to assure the regulated approach to quality customer service and healthcare needs are satisfied. The meetings include: Worldwide's Director of Nursing, Chief Executive Officer, Chief Operating Officer, Clinical Specialist, Compliance Officer and designated Account Manager. During the monthly meetings, new information or any variances from the facility's expectations are explored. Recommendations for improvements in service delivery are discussed and implemented if necessary. Policies are created or revised as indicated.

Original copies of all of the above documents will be maintained in employee files located at 2829 Sheridan Drive, Tonawanda, NY 14150. All files are maintained in accordance with privacy and non-discriminatory regulations enforced by both federal and state labor laws.

### **Recruitment Process**

Worldwide possesses an active database of more than 100,000 qualified healthcare professionals. The database is updated daily due to targeted national journal advertising, a user-friendly website, practitioner referral programs and a benefits package that is unsurpassed in the industry. Our active approach to recruiting has been proven to fill vacancies rapidly and efficiently.

Worldwide advertises monthly in the following industry periodicals: Journal of Psychiatric Nurses, Archives of Psychiatric Nurses, R.N. Magazine, A.O.R.N., American Nurse Today and

O.R. Nurse. Each week, approximately 100 candidates submit an application in response to Worldwide's print advertising and 150 to 200 potential candidates call Worldwide's toll free number in response to recruitment activities.

Recruitment efforts include, but are not limited to: national advertising, "cold calls" by Worldwide recruiters, email blasts, referral programs, mass mailings and Internet promotion. Additionally, Worldwide participates and exhibits in numerous healthcare related conferences and conventions. Worldwide maintains subscriptions to online job services such as Monster, Absolutely Healthcare and Career Builder.

On average, Worldwide's fill rate is over 93%. Worldwide is confident in its ability to provide complete profiles of qualified applicants for review within 24 hours of request. Profiles shall be compliant with Worldwide's standards as well as contain specific documentation as mandated by Bureau of Behavioral Health and Health Facilities.

### References

Cherry Hospital  
201 Stevens Mill Rd  
Goldsboro, NC 27530  
Contact: Vonda Earp  
Phone: 919-580-2889

Wyoming State Hospital  
830 Highway 150 South  
Evanston, WY 82931  
Contact: Donna Aspuria  
Phone: 307-789-3464

Central Regional Hospital  
300 Veazey Road  
Butner, NC 27509  
Contact: Deborah Laney  
Phone: 919-764-7214

Mildred-Mitchell Bateman Hospital  
1530 Norway Avenue  
Huntington, WV 25705  
Contact: Terrie Collins  
Phone: 304-525-7801 ext. 232

Broughton Hospital  
1000 South Sterling Street  
Morganton, NC 28655  
Contact: Susan Stephens  
Phone: 828-433-2333





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

## Solicitation

NUMBER

BHS14022

PAGE

1

ADDRESS CORRESPONDENCE TO ATTENTION OF:

ROBERTA WAGNER  
804-558-0067

RFQ COPY

TYPE NAME/ADDRESS HERE  
Worldwide Travel Staffing, Limited  
2829 Sheridan Drive  
Tonawanda, NY 14150

VENDOR

HEALTH AND HUMAN RESOURCES  
VARIOUS LOCALES AS  
INDICATED BY ORDER

SHIP TO

DATE PRINTED

07/10/2013

BID OPENING DATE:

08/13/2013

BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	20,000	HR		964-65	<b>\$46.00 per hour</b>	<b>\$920,000.00</b>
	1A. REGISTERED NURSE (RN) LOCUM-TENENS, REGULAR HRS.					
0002	3,000	HR		964-65	<b>\$59.80 per hour</b>	<b>\$179,400.00</b>
	1B. REGISTERED NURSE (RN) LOCUM-TENENS, OVERTIME HRS.					
0003	104	HR		964-65	<b>\$59.80 per hour</b>	<b>\$6,219.20</b>
	1C. REGISTERED NURSE (RN) LOCUM-TENENS, HOLIDAY HRS.					
0004	20,000	HR		964-65	<b>\$39.00 per hour</b>	<b>\$780,000.00</b>
	2A. LICENSED PRACTICAL NURSE (LPN) LOCUM-TENENS, REGULAR HOURS.					
0005	3,000	HR		964-65	<b>\$50.70 per hour</b>	<b>\$152,100.00</b>
	2B. LICENSED PRACTICAL NURSE (LPN) LOCUM-TENENS, OVERTIME HOURS.					

SIGNATURE

TELEPHONE

DATE

TITLE  
C.E.O.

FEIN

16-1432616

866-633-3700

August 7, 2013

ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO SOLICITATION, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



State of West Virginia  
Department of Administration  
Purchasing Division  
2019 Washington Street East  
Post Office Box 50130  
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# Solicitation

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2

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ROBERTA WAGNER 304-558-0067

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TYPE NAME/ADDRESS HERE  
Worldwide Travel Staffing, Limited  
2829 Sheridan Drive  
Tonawanda, NY 14150

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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0006	104	HR		964-65	<b>\$50.70 per hour</b>	<b>\$5,272.80</b>
	2C. LICENSED PRACTICAL NURSE (LPN) LOCUM-TENENS, HOLIDAY HOURS.					
0007	20,000	HR		948-55	<b>\$28.00 per hour</b>	<b>\$560,000.00</b>
	3A. CERTIFIED NURSING ASSISTANT (CNA) LOCUM-TENENS, REGULAR HOURS.					
0008	3,000	HR		948-55	<b>\$36.40 per hour</b>	<b>\$109,200.00</b>
	3B. CERTIFIED NURSING ASSISTANT (CNA) LOCUM-TENENS, OVERTIME HOURS.					
0009	104	HR		948-55	<b>\$36.40 per hour</b>	<b>\$3,785.60</b>
	3C. CERTIFIED NURSING ASSISTANT (CNA) LOCUM-TENENS, HOLIDAY HOURS.					

SIGNATURE <i>Leo R. Blah</i>	TELEPHONE 866-633-3700	DATE August 7, 2013
TITLE C.E.O.	FEIN 16-1432616	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO SOLICITATION, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



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07/10/2013

BID OPENING DATE: 08/13/2013

BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0010	20,000	HR		948-55	<b>\$24.00 per hour</b>	<b>\$480,000.00</b>
	4A. HEALTH SERVICES WORKER (HSW) LOCUM-TENENS, REGULAR HOURS.					
0011	3,000	HR		948-55	<b>\$31.20 per hour</b>	<b>\$93,600.00</b>
	4B. HEALTH SERVICES WORKER (HSW) LOCUM-TENENS, OVERTIME HOURS.					
0012	104	HR		948-55	<b>\$31.20 per hour</b>	<b>\$3,244.80</b>
	4C. HEALTH SERVICES WORKER (HSW) LOCUM-TENENS, HOLIDAY HOURS.					
0013	1	EA		964-65	<b>\$6,000.00 per placement</b>	<b>\$6,000.00</b>
	5. REGISTERED NURSE - PERMANENT PLACEMENT FEE					

SIGNATURE <i>Leo R. Bell</i>	TELEPHONE 866-633-3700	DATE August 7, 2013
TITLE C.E.O.	FEIN 16-1432616	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO SOLICITATION, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



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07/10/2013

BID OPENING DATE:

08/13/2013

BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0014	1	EA		964-65		
	5. LICENSED PRACTICAL NURSE - PERMANENT PLACEMENT				<b>\$4,000.00 per placement</b>	<b>\$4,000.00</b>
	FEE. (THIS IS A ONE TIME PLACEMENT FEE FOR EACH PERMANENTLY PLACED RN OR LPN PLACED BY THE VENDOR.)					
	THIS WILL BE A PROGRESSIVE AWARD CONTRACT. AWARD WILL BE MADE FROM THE LOWEST TO THE HIGHEST GRAND TOTAL FOR RN'S, LPN'S, CNA'S, AND HSW'S MEETING SPECIFICATION.					
	***** THIS IS THE END OF RFQ BHS14022 ***** TOTAL:					<b>\$3,292,822.40</b>

SIGNATURE <i>Leo R. Blah</i>	TELEPHONE 866-633-3700	DATE August 7, 2013
TITLE C.E.O.	FEIN 16-1432616	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO SOLICITATION, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

**11. VENDOR DEFAULT:**

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

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

11.1.2. Failure to comply with other specifications and requirements contained herein.

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

11.1.4. Failure to remedy deficient performance upon request

11.2. The following remedies shall be available to the Agency upon default.

11.2.1. Cancellation of the Contract.

11.2.2. Cancellation of one or more release orders issued under this Contract.

11.2.3. Any other remedies available in law or equity.

**12. MISCELLANEOUS:**

12.1. **Contract Manager:** During the 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:** Joseph Giaimo

**Telephone Number:** 866-633-3700 extension 137

**Fax Number:** 877-375-2450

**Email Address:** JGiaimo@worldwidetravelstaffing.com



## BHS14022 Pricing Page

Item #	Level of Psychiatric Nursing	Estimated # of Hours	Unit Price	Extended Price
#1	Registered Nurse (RN)			
	A. Regular Hours	20,000	\$ \$46.00 per hour	\$ \$920,000.00
	B. Overtime Hours	3,000	\$ \$59.80 per hour	\$ \$179,400.00
	C. Holiday Hours	104	\$ \$59.80 per hour	\$ \$6,219.20
#2	Licensed Practical Nurse (LPN)			
	A. Regular Hours	20,000	\$ \$39.00 per hour	\$ \$780,000.00
	B. Overtime Hours	3,000	\$ \$50.70 per hour	\$ \$152,100.00
	C. Holiday Hours	104	\$ \$50.70 per hour	\$ \$5,272.80
#3	Certified Nursing Assistant (CNA)			
	A. Regular Hours	20,000	\$ \$28.00 per hour	\$ \$560,000.00
	B. Overtime Hours	3,000	\$ \$36.40 per hour	\$ \$109,200.00
	C. Holiday Hours	104	\$ \$36.40 per hour	\$ \$3,785.60
#4	Health Services Worker (HSW)			
	A. Regular hours	20,000	\$ \$24.00 per hour	\$ \$480,000.00
	B. Overtime Hours	3,000	\$ \$31.20 per hour	\$ \$93,600.00
	C. Holiday Hours	104	\$ \$31.20 per hour	\$ \$3,244.80
<b>GRAND TOTAL</b>				<b>\$ \$3,292,822.40</b>
#5	Permanent Placement Fee:*			
	Registered Nurse		\$ \$6,000.00	\$ \$6,000.00
	Licensed Practical Nurse		\$ \$4,000.00	\$ \$4,000.00

\*One time placement fee for each permanently placed employee by the vendor.

NOTE: This one time placement fee is not included in the evaluation for award.

Rates are all inclusive

This is a progressive award contract and the award will be made to the Vendors with the lowest GRAND TOTAL to the highest GRAND TOTAL (respectively) meeting the required mandatory specifications. EXAMPLE: Lowest will be Vendor "A", second lowest will be Vendor "B"... and so on.

Use of this contract will work the same. Agency must contact the lowest bid first and if they cannot provide the agency needs within the time frame allowed in the attached specifications, Agency will then contact the next lowest bidder and so on, until one of the vendors awarded the contract, can cover the immediate needs.

The number of hours is only an estimation to be used for bid, we may require more or less hours than stated above.

Please Print Information Below.

Company Name: Worldwide Travel Staffing, Limited

Sales Representative: Leo R. Blatz, C.E.O.

Vendor Address: 2829 Sheridan Drive, Tonawanda, NY 14150

Vendor Phone: 866-633-3700

Email Address: lblatz@worldwidetravelstaffing.com

Remit to Address: 2829 Sheridan Drive, Tonawanda, NY 14150

  
SIGNATURE

August 7, 2013

DATE

## State of West Virginia

# 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.

**7. Application is made for preference as a non-resident small, women- and minority-owned business, in accordance with West Virginia Code §5A-3-59 and West Virginia Code of State Rules.**

- \_\_\_\_ Bidder has been or expects to be approved prior to contract award by the Purchasing Division as a certified small, women- and minority-owned business.

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: Worldwide Travel Staffing, Limited

Signed: Leo K. Blah

Date: August 7, 2013

Title: Chief Executive Officer

RFQ No. BHS14022STATE OF WEST VIRGINIA  
Purchasing Division**PURCHASING AFFIDAVIT**

**MANDATE:** Under W. Va. Code §5A-3-10a, no contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and: (1) the debt owed is an amount greater than one thousand dollars in the aggregate; or (2) the debtor is in employer default.

**EXCEPTION:** The prohibition listed above does not apply where a vendor has contested any tax administered pursuant to chapter eleven of the W. Va. Code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

**DEFINITIONS:**

**"Debt"** means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

**"Employer default"** means having an outstanding balance or liability to the old fund or to the uninsured employers' fund or being in policy default, as defined in W. Va. Code § 23-2c-2, failure to maintain mandatory workers' compensation coverage, or failure to fully meet its obligations as a workers' compensation self-insured employer. An employer is not in employer default if it has entered into a repayment agreement with the Insurance Commissioner and remains in compliance with the obligations under the repayment agreement.

**"Related party"** means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceeds five percent of the total contract amount.

**AFFIRMATION:** By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (W. Va. Code §61-5-3) that neither vendor nor any related party owe a debt as defined above and that neither vendor nor any related party are in employer default as defined above, unless the debt or employer default is permitted under the exception above.

**WITNESS THE FOLLOWING SIGNATURE:**Vendor's Name: Worldwide Travel Staffing, LimitedAuthorized Signature:  Date: August 7, 2013State of New YorkCounty of Erie, to-wit:Taken, subscribed, and sworn to before me this 7 day of August, 2013.My Commission expires March 26, 2016.

AFFIX SEAL HERE

NOTARY PUBLIC 

Purchasing Affidavit (Revised 07/01/2012)

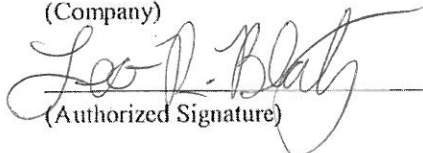
LISA MIRANDA  
NOTARY PUBLIC-STATE OF NEW YORK  
No. 01MI6258171  
Qualified in Erie County  
My Commission Expires March 26, 2016

**CERTIFICATION AND SIGNATURE PAGE**

By signing below, I certify that I have reviewed this Solicitation in its entirety; understand the requirements, terms and conditions, and other information contained herein; that I am submitting this bid or proposal for review and consideration; that I am authorized by the bidder to execute this bid or any documents related thereto on bidder's behalf; that I am authorized to bind the bidder in a contractual relationship; and that to the best of my knowledge, the bidder has properly registered with any State agency that may require registration.

Worldwide Travel Staffing, Limited

(Company)

  
(Authorized Signature)

Leo R. Blatz, Chief Executive Officer

(Representative Name, Title)

866-633-3700

(Phone Number)

877-375-2450

(Fax Number)

August 7, 2013

(Date)

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.:** BHS14022

**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:**

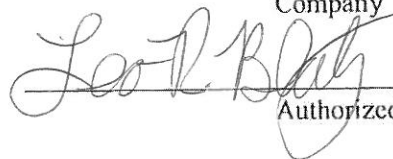
(Check the box next to each addendum received)

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

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

Worldwide Travel Staffing, Limited \_\_\_\_\_

Company



Authorized Signature

August 7, 2013 \_\_\_\_\_

Date

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