

SEALED BIDD (FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105
BUYER: Crystal Hustead
SOLICITATION NO.: CRFQ MIS2100000002
BID OPENING DATE: September 17, 2020
BID OPENING TIME: 1:30 PM
FAX NUMBER: 304-558-3970

Revised 01/09/2020

RECEIVED
2020 SEP 17 AM 8:24
WV PURCHASING
DIVISION

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105



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
Miscellaneous

Proc Folder: 776701			Reason for Modification: ADDENDUM 2-ANSWERS TO VENDOR QUESTIONS
Doc Description: TEMPORARY IT STAFFING FOR WVDHHR/OMIS			
Proc Type: Central Master Agreement			
Date Issued	Solicitation Closes	Solicitation No	Version
2020-09-15	2020-09-17 13:30	CRFQ 0511 MIS2100000002	3

BID RECEIVING LOCATION

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

VENDOR

Vendor Customer Code: 000000227149
Vendor Name: Prequel Solutions, LLC
Address: P.O. Box 2
Street: 69 E. Pike Street
City: Cannonsburg
State: PA Country: USA Zip: 15317
Principal Contact: Joe Falaschino
Vendor Contact Phone: 724-820-1840 Extension: —

FOR INFORMATION CONTACT THE BUYER

Crystal G Hustead
(304) 558-2402
crystal.g.hustead@wv.gov

Vendor
Signature X

FEIN#

80-0077634

DATE

9/15/2020

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

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

ADDITIONAL INFORMATION

REBID OF CRFQ MIS2100000001

THE WEST VIRGINIA PURCHASING DIVISION IS SOLICITING BIDS ON BEHALF OF WEST VIRGINIA DEPARTMENT OF HEALTH AND HUMAN RESOURCES (WV DHHR), OFFICE OF MANAGEMENT INFORMATION SERVICES (OMIS) TO ESTABLISH MULTIPLE OPEN-END CONTRACTS FOR TECHNICAL STAFFING SERVICES, PER THE ATTACHED DOCUMENTS.

THE POSITION CLASSIFICATIONS LISTED WITHIN THE SOLICITATION ARE TO PROVIDE FOR THE TECHNICAL EXPERTISE TO MEET THE CONTRACTED STAFFING NEEDS FOR ALL ENTITIES WITHIN THE WV DEPARTMENT OF HEALTH AND HUMAN RESOURCES, OFFICE OF MANAGEMENT INFORMATION SERVICES (OMIS) FOR SUPPORT OF OUR IT EFFORTS. THIS INCLUDES SUPPORT FOR ALL DHHR AGENCIES THAT MIGHT HAVE THE NEED FOR THESE SPECIFIC SERVICES. THESE SERVICES WOULD BE USED TO DEVELOP MODIFICATIONS AND ENHANCEMENTS TO THE COMPUTER SYSTEMS FOR THE END-USER STATE AGENCY, AS WELL AS MENTOR, PROVIDE TECHNICAL TRAINING AND SUPPORT AND PROVIDE "SHADOWING" OPPORTUNITIES FOR STATE ANALYSTS, AMONG OTHER TASKS AS DEFINED BY THE END-USER STATE AGENCY ON ITS DELIVERY ORDER FOR THE SERVICES.

QUESTIONS REGARDING THE SOLICITATION MUST BE SUBMITTED IN WRITING TO CRYSTAL.G.HUSTEAD@WV.GOV PRIOR TO THE QUESTION PERIOD DEADLINE CONTAINED IN THE INSTRUCTIONS TO VENDORS SUBMITTING BIDS

INVOICE TO

HEALTH AND HUMAN RESOURCES
MANAGEMENT INFORMATION SERVICE
ONE DAVIS SQUARE, RM 211
CHARLESTON WV 25301
US

SHIP TO

HEALTH AND HUMAN RESOURCES
MANAGEMENT INFORMATION SERVICE
321 CAPITOL ST, STE 200
CHARLESTON WV 25301
US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Senior Web Application Analyst	2288.00000	HOUR	65.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Senior Web Application Analyst

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
2	Senior Web Application Analyst Optional renewal year 1	2288.00000	HOUR	68.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Senior Web Application Analyst Optional renewal year 1

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
3	Senior Web Application Analyst Optional renewal year 2	2288.00000	HOUR	71.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Senior Web Application Analyst Optional Renewal Year 2

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
4	Senior Web Application Analyst Optional renewal year 3	2288.00000	HOURL	74.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Senior Web Application Analyst Optional Renewal Year 3

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
5	Web Application Analyst	2288.00000	HOURL	60.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Web Application Analyst

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
6	Web Application Analyst Optional renewal year 1	2288.00000	HOURL	63.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Web Application Analyst Optional Renewal Year 1

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
7	Web Application Analyst Optional renewal year 2	2288.00000	HOURL	66.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Web Application Analyst Optional Renewal Year 2

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
8	Web Application Analyst Optional renewal year 3	2288.00000	HOUR	70.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Web Application Analyst Optional Renewal Year 3

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
9	Senior Mainframe Application Analyst	2288.00000	HOUR	57.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Senior Mainframe Application Analyst

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
10	Senior Mainframe Application Analyst Optional renewal yr 1	2288.00000	HOUR	60.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Senior Mainframe Application Analyst Optional Renewal Year 1

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
11	Senior Mainframe Application Analyst Optional renewal yr 2	2288.00000	HOUR	63.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Senior Mainframe Application Analyst Optional renewal year 2

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
12	Senior Mainframe Application Analyst Optional renewal yr 3	2288.00000	HOUR	66.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Senior Mainframe Application Analyst Optional renewal Year 3

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
13	Mainframe Application Analyst	2288.00000	HOUR	53.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Mainframe Application Analyst

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
14	Mainframe Application Analyst Optional renewal year 1	2288.00000	HOUR	56.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Mainframe Application Analyst Optional renewal year 1

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
15	Mainframe Application Analyst Optional renewal year 2	2288.00000	HOUR	59.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Mainframe Application Analyst Optional renewal year 2

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
16	Mainframe Application Analyst Optional renewal year 3	2288.00000	HOUR	62.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Mainframe Application Analyst Optional renewal year 3

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
17	Senior CRM Application Analyst	2288.00000	HOUR	80.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Senior CRM Application Analyst

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
18	Senior CRM Application Analyst Optional renewal year 1	2288.00000	HOUR	84.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Senior CRM Application Analyst Optional renewal year 1

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
19	Senior CRM Application Analyst Optional renewal year 2	2288.00000	HOUR	88.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Senior CRM Application Analyst Optional renewal year 2

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
20	Senior CRM Application Analyst Optional renewal year 3	2288.00000	HOURL	92.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Senior CRM Application Analyst Optional renewal year 3

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
21	CRM Application Analyst	2288.00000	HOURL	70.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

CRM Application Analyst

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
22	CRM Application Analyst Optional renewal year 1	2288.00000	HOUR	74.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

CRM Application Analyst Optional renewal year 1

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
23	CRM Application Analyst Optional renewal year 2	2288.00000	HOUR	78.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

CRM Application Analyst Optional renewal year 2

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
24	CRM Application Analyst Optional renewal year 3	2288.00000	HOUR	82.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

CRM Application Analyst Optional renewal year 3

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
25	Senior SharePoint Application Analyst	2288.00000	HOUR	75.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Senior SharePoint Application Analyst

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
26	Senior SharePoint Application Analyst Opt Ren Year 1	2288.00000	HOUR	78.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Senior SharePoint Application Analyst Opt Ren Year 1

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
27	Senior SharePoint Application Analyst Opt Ren Year 2	2288.00000	HOUR	81.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Senior SharePoint Application Analyst Opt Ren Year 2

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
28	Senior SharePoint Application Analyst Opt Ren Year 3	2288.00000	HOUR	84.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Senior SharePoint Application Analyst Opt Ren Year 3

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
29	SharePoint Application Analyst	2288.00000	HOUR	60.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

SharePoint Application Analyst

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
30	SharePoint Application Analyst Optional Renewal Year 1	2288.00000	HOUR	64.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

SharePoint Application Analyst Optional Renewal Year 1

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
31	SharePoint Application Analyst Optional Renewal Year 2	2288.00000	HOUR	68.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

SharePoint Application Analyst Optional Renewal Year 2

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
32	SharePoint Application Analyst Optional Renewal Year 3	2288.00000	HOURL	72.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

SharePoint Application Analyst Optional Renewal Year 3

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
33	Senior Application Oracle Database Administrator	2288.00000	HOURL	70.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Senior Application Oracle Database Administrator

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
34	Senior Application Oracle Database Administrator Opt Ren Yr1	2288.00000	HOURL	74.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Senior Application Oracle Database Administrator Opt Ren Yr1

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
35	Senior Application Oracle Database Administrator Opt Ren Yr2	2288.00000	HOURL	78.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Senior Application Oracle Database Administrator Opt Ren Yr2

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
36	Senior Application Oracle Database Administrator Opt Ren Yr3	2288.00000	HOUR	82.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Senior Application Oracle Database Administrator Opt Ren Yr3

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
37	Application Oracle Database Administrator	2288.00000	HOUR	65.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Application Oracle Database Administrator

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
38	Application Oracle Database Administrator Opt Ren Yr1	2288.00000	HOUR	68.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Application Oracle Database Administrator Opt Ren Yr1

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
39	Application Oracle Database Administrator Opt Ren Yr2	2288.00000	HOUR	72.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Application Oracle Database Administrator Opt Ren Yr2

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
40	Application Oracle Database Administrator Opt Ren Yr3	2288.00000	HOUR	76.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Application Oracle Database Administrator Opt Ren Yr3

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
41	Senior Application DB2 Database Administrator	2288.00000	HOUR	64.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Senior Application DB2 Database Administrator

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
42	Senior Application DB2 Database Administrator Opt Ren Yr 1	2288.00000	HOUR	68.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Senior Application DB2 Database Administrator Opt Ren Yr 1

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
43	Senior Application DB2 Database Administrator Opt Ren Yr 2	2288.00000	HOUR	72.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Senior Application DB2 Database Administrator Opt Ren Yr

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
44	Senior Application DB2 Database Administrator Opt Ren Yr 3	2288.00000	HOUR	76.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Senior Application DB2 Database Administrator Opt Ren Yr 3

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
45	Application DB2 Database Administrator	2288.00000	HOUR	59.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Application DB2 Database Administrator

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
46	Application DB2 Database Administrator Opt Ren Yr1	2288.00000	HOUR	63.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Application DB2 Database Administrator Opt Ren Yr1

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
47	Application DB2 Database Administrator Opt Ren Yr2	2288.00000	HOUR	67.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Application DB2 Database Administrator Opt Ren Yr2

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
48	Application DB2 Database Administrator Opt Ren Yr3	2288.00000	HOUR	71.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Application DB2 Database Administrator Opt Ren Yr3

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
49	Senior SQL Server Database Administrator	2288.00000	HOUR	64.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Senior SQL Server Database Administrator

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
50	Senior SQL Server Database Administrator Optional Ren Yr1	2288.00000	HOUR	68.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Senior SQL Server Database Administrator Optional Ren Yr1

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
51	Senior SQL Server Database Administrator Optional Ren Yr2	2288.00000	HOUR	72.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Senior SQL Server Database Administrator Optional Ren Yr2

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
52	Senior SQL Server Database Administrator Optional Ren Yr3	2288.00000	HOUR	76.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Senior SQL Server Database Administrator Optional Ren Yr3

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
53	SQL Server Database Administrator	2288.00000	HOUR	59.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

SQL Server Database Administrator

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
54	SQL Server Database Administrator Opt Ren Yr1	2288.00000	HOUR	64.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

SQL Server Database Administrator Opt Ren Yr1

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
55	SQL Server Database Administrator Opt Ren Yr2	2288.00000	HOUR	69.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

SQL Server Database Administrator Opt Ren Yr2

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
56	SQL Server Database Administrator Opt Ren Yr3	2288.00000	HOUR	74.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

SQL Server Database Administrator Opt Ren Yr3

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
57	Senior COGNOS Analyst	2288.00000	HOUR	68.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Senior COGNOS Analyst

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
58	Senior COGNOS Analyst Optional Renewal Yr 1	2288.00000	HOUR	72.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Senior COGNOS Analyst Optional Renewal Yr 1

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
59	Senior COGNOS Analyst Optional Renewal Yr 2	2288.00000	HOUR	76.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Senior COGNOS Analyst Optional Renewal Yr 2

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
60	Senior COGNOS Analyst Optional Renewal Yr 3	2288.00000	HOUR	60.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Senior COGNOS Analyst Optional Renewal Yr 3

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
61	COGNOS Analyst	2288.00000	HOUR	62.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

COGNOS Analyst

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
62	COGNOS Analyst Optional Renewal Year 1	2288.00000	HOUR	65.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

COGNOS Analyst Optional Renewal Year 1

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
63	COGNOS Analyst Optional Renewal Year 2	2288.00000	HOUR	68.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

COGNOS Analyst Optional Renewal Year 2

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
64	COGNOS Analyst Optional Renewal Year 3	2288.00000	HOURL	71.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

COGNOS Analyst Optional Renewal Year 3

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
65	Software Test Analyst	2288.00000	HOURL	54.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Software Test Analyst

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
66	Software Test Analyst Optional Year 1	2288.00000	HOUR	57.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Software Test Analyst Optional Year 1

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
67	Software Test Analyst Optional Year 2	2288.00000	HOUR	60.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Software Test Analyst Optional Year 2

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
68	Software Test Analyst Optional Year 3	2288.00000	HOUR	63.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Software Test Analyst Optional Year 3

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
69	Help Desk Analyst	2288.00000	HOUR	31.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Help Desk Analyst

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
70	Help Desk Analyst Optional renewal year 1	2288.00000	HOUR	33.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Help Desk Analyst Optional renewal year 1

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
71	Help Desk Analyst Optional renewal year 2	2288.00000	HOUR	35.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Help Desk Analyst Optional renewal year 2

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
72	Help Desk Analyst Optional renewal year 3	2288.00000	HOUR	37.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Help Desk Analyst Optional renewal year 3

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
73	Business Analyst	2288.00000	HOUR	57.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Business Analyst

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
74	Business Analyst Optional Renewal Year 1	2288.00000	HOURL	66.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Business Analyst Optional Renewal Year 1

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
75	Business Analyst Optional Renewal Year 2	2288.00000	HOURL	63.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Business Analyst Optional Renewal Year 2

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
76	Business Analyst Optional Renewal Year 3	2288.00000	HOUR	66.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Business Analyst Optional Renewal Year 3

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
77	Technical Writer	2288.00000	HOUR	45.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Technical Writer

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
78	Technical Writer Optional Renewal Year 1	2288.00000	HOUR	47.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Technical Writer Optional Renewal Year 1

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
79	Technical Writer Optional Renewal Year 2	2288.00000	HOUR	49.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Technical Writer Optional Renewal Year 2

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
80	Technical Writer Optional Renewal Year 3	2288.00000	HOUR	\$2.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Technical Writer Optional Renewal Year 3

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
81	Information Systems Assistant	2288.00000	HOUR	31.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Information Systems Assistant

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
82	Information Systems Assistant Optional renewal year 1	2288.00000	HOUR	33.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Information Systems Assistant Optional renewal year 1

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
83	Information Systems Assistant Optional renewal year 2	2288.00000	HOUR	35.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Information Systems Assistant Optional renewal year 2

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
84	Information Systems Assistant Optional renewal year 3	2288.00000	HOUR	37.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Information Systems Assistant Optional renewal year 3

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
85	Imaging Operator	2288.00000	HOUR	31.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Imaging Operator

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
86	Imaging Operator Optional renewal year 1	2288.00000	HOUR	33.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Imaging Operator Optional renewal year 1

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
87	Imaging Operator Optional renewal year 2	2288.00000	HOUR	35.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Imaging Operator Optional renewal year 2

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
88	Imaging Operator Optional renewal year 3	2288.00000	HOUR	37.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Imaging Operator Optional renewal year 3

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
89	Programmer Analyst	2288.00000	HOUR	54.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Programmer Analyst

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
90	Programmer Analyst Optional renewal year 1	2288.00000	HOUR	\$7.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Programmer Analyst Optional renewal year 1

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
91	Programmer Analyst Optional renewal year 2	2288.00000	HOUR	60.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Programmer Analyst Optional renewal year 2

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
92	Programmer Analyst Optional renewal year 3	2288.00000	HOUR	63.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Programmer Analyst Optional renewal year 3

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
93	Systems Programmer	2288.00000	HOUR	59.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Systems Programmer

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
94	Systems Programmer Optional renewal year 1	2288.00000	HOUR	63.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Systems Programmer Optional renewal year 1

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
95	Systems Programmer Optional renewal year 2	2288.00000	HOUR	67.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Systems Programmer Optional renewal year 2

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
96	Systems Programmer Optional renewal year 3	2288.00000	HOURL	70.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Systems Programmer Optional renewal year 3

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
97	Computer Operator	2288.00000	HOURL	31.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Computer Operator

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
98	Computer Operator Optional renewal year 1	2288.00000	HOURL	33.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Computer Operator Optional renewal year 1

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
99	Computer Operator Optional renewal year 2	2288.00000	HOURL	35.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Computer Operator Optional renewal year 2

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

INVOICE TO	SHIP TO
HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
100	Computer Operator Optional renewal year 3	2288.00000	HOUR	37.00	

Comm Code	Manufacturer	Specification	Model #
80111608			

Extended Description:

Computer Operator Optional renewal year 3

SCHEDULE OF EVENTS

Line	Event	Event Date
1	VENDOR QUESTION DEADLINE	2020-09-10

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

	Document Phase	Document Description	Page
			53
MIS2100000002	Final	TEMPORARY IT STAFFING FOR WVDHHR/OMIS	

ADDITIONAL TERMS AND CONDITIONS

See attached document(s) for additional Terms and Conditions

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105



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
Miscellaneous

Proc Folder: 776701			Reason for Modification: ADDENDUM 2-ANSWERS TO VENDOR QUESTIONS
Doc Description: TEMPORARY IT STAFFING FOR WVDHHR/OMIS			
Proc Type: Central Master Agreement			
Date Issued	Solicitation Closes	Solicitation No	Version
2020-09-15	2020-09-17 13:30	CRFQ 0511 MIS2100000002	3

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

VENDOR
Vendor Customer Code: 000000277149 Vendor Name: Prequel Solutions, LLC Address: P.O. Box 2 Street: 67 E. Pike Street City: Cannonsburg State: PA Country: USA Zip: 15317 Principal Contact: Joe Falasino Vendor Contact Phone: 724-820-1840 Extension: —

FOR INFORMATION CONTACT THE BUYER
Crystal G Hustead (304) 558-2402 crystal.g.hustead@wv.gov

Vendor Signature X <i>Joe Falasino</i>	FEIN# 80-0077634	DATE 9/15/2020
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All offers subject to all terms and conditions contained in this solicitation

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

West Virginia Ethics Commission Disclosure of Interested Parties to Contracts

(Required by W. Va. Code § 6D-1-2)

Name of Contracting Business Entity: PREQUEL Solutions LLC Address: P.O. Box 2, 67 E. Pike St
Canonsburg, PA 15317

Name of Authorized Agent: Mohylyn Yocca Address: P.O. Box 2, 67 E. Pike St
Canonsburg, PA 15317

Contract Number: MIS2100000002 Contract Description: Temporary IT Staffing

Governmental agency awarding contract: State of WV DHHR / OMIS

☐ Check here if this is a Supplemental Disclosure

List the Names of Interested Parties to the contract which are known or reasonably anticipated by the contracting business entity for each category below (attach additional pages if necessary):

1. Subcontractors or other entities performing work or service under the Contract

☒ Check here if none, otherwise list entity/individual names below.

2. Any person or entity who owns 25% or more of contracting entity (not applicable to publicly traded entities)

☐ Check here if none, otherwise list entity/individual names below.

Mohylyn Yocca and Karen Yocca

3. Any person or entity that facilitated, or negotiated the terms of, the applicable contract (excluding legal services related to the negotiation or drafting of the applicable contract)

☒ Check here if none, otherwise list entity/individual names below.

Signature: Mohylyn Yocca

Date Signed: 9/15/2020

Notary Verification

State of Pennsylvania, County of Washington:

I, Mohylyn Yocca, the authorized agent of the contracting business entity listed above, being duly sworn, acknowledge that the Disclosure herein is being made under oath and under the penalty of perjury.

Taken, sworn to and subscribed before me this 15th day of September, 2020

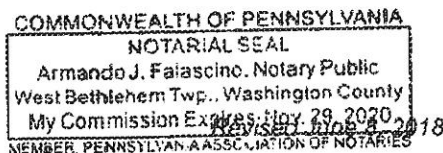
Armando J. Falascino
Notary Public's Signature

To be completed by State Agency:

Date Received by State Agency: _____

Date submitted to Ethics Commission: _____

Governmental agency submitting Disclosure: _____



(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

STATE OF WEST VIRGINIA
Purchasing Division**PURCHASING AFFIDAVIT**

CONSTRUCTION CONTRACTS: Under W. Va. Code § 5-22-1(i), the contracting public entity shall not award a construction contract to any bidder that is known to be in default on any monetary obligation owed to the state or a political subdivision of the state, including, but not limited to, obligations related to payroll taxes, property taxes, sales and use taxes, fire service fees, or other fines or fees.

ALL CONTRACTS: 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: (1) for construction contracts, the vendor is not in default on any monetary obligation owed to the state or a political subdivision of the state, and (2) for all other contracts, 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: PREQUEL SOLUTIONS, LLCAuthorized Signature: [Signature] Date: 9/15/2020State of PennsylvaniaCounty of Washington, to-wit:Taken, subscribed, and sworn to before me this 15 day of September, 2020My Commission expires Nov 29, 2020

AFFIX SEAL HERE

NOTARY PUBLIC

COMMONWEALTH OF PENNSYLVANIA
NOTARIAL SEAL
Armando J. Falascino, Notary Public
West Bethlehem Twp., Washington County
My Commission Expires Nov. 29, 2020
MEMBER, PENNSYLVANIA ASSOCIATION OF NOTARIES

Purchasing Affidavit (Revised 01/19/2015)

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: MIS2100000002

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

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

PREQUEL SOLUTIONS, LLC
Company
Morgan T. Jones
Authorized Signature
9/15/2020
Date

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

Revised 6/8/2012

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

**REQUEST FOR QUOTATION
CRFQ MIS2100000002
Temporary IT Staffing for WV DHHR and OMIS**

SPECIFICATIONS

- 1. PURPOSE AND SCOPE:** The West Virginia Purchasing Division is soliciting bids on behalf of West Virginia Department of Health and Human Resources (WV DHHR), Office of Management Information Services (OMIS) to establish multiple open-end contracts for technical staffing services. This contract shall cover for the following position classifications:

1. Senior Web Application Analyst
2. Web Application Analyst
3. Senior Mainframe Application Analyst
4. Mainframe Application Analyst
5. Senior CRM Application Analyst
6. CRM Application Analyst
7. Senior SharePoint Application Analyst
8. SharePoint Application Analyst
9. Senior Application Oracle Database Administrator
10. Application Oracle Database Administrator
11. Senior Application DB2 Database Administrator
12. Application DB2 Database Administrator
13. Senior SQL Server Database Administrator
14. SQL Server Database Administrator
15. Senior COGNOS Analyst
16. COGNOS Analyst
17. Software Test Analyst
18. Help Desk Analyst
19. Business Analyst
20. Technical Writer
21. Information Systems Assistant
22. Imaging Operator
23. Programmer Analyst
24. Systems Programmer
25. Computer Operator

The position classifications listed above are to provide for the technical expertise to meet the contracted staffing needs for all entities within the WV Department of Health and Human Resources, Office of Management Information Services (OMIS) for support of our IT efforts. This includes support for all DHHR Agencies that might have the need for these specific services. These services would be used to develop modifications and enhancements to the computer systems for the end-user State agency, as well as mentor, provide technical training and support and provide "shadowing" opportunities for State analysts, among other tasks as defined

REQUEST FOR QUOTATION
CRFQ MIS2100000002
Temporary IT Staffing for WV DHHR and OMIS

by the end-user State agency on its Delivery Order for the services.

Though the majority of the requested services are likely to be for work in the metro-Charleston, WV area, during the life of the contract, the end-user Agency may be located in, and may request services be provided in the entire State of West Virginia.

BACKGROUND & CURRENT OPERATING ENVIRONMENT: The end-user Agencies manage many systems (some specifically designed for the Agencies) that support various applications for the State of West Virginia. These systems have varying platforms; mainframe Natural and DB2, client server PowerBuilder and Oracle, and web applications, Java and DB2, and Visual Studio/MVC and Oracle, among others. At times, these Agencies require additional technical expertise and support to accomplish specific project goals for these systems.

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

- 2.1 **"Contract Services"** means providing temporary staffing services for the list of classifications identified in Section 1 (above) and/or Section 4.1 (below) as more fully described in these specifications.
- 2.2 **"Pricing Page"** means the pages, contained wvOASIS or attached hereto as Exhibit A, upon which Vendor should list its proposed price for the Contract Services.
- 2.3 **"Solicitation"** means the official notice of an opportunity to supply the State with goods or services that is published by the Purchasing Division.
- 2.4 **"COGNOS"** means IBM's COGNOS software.
- 2.5 **"CRM"** means Microsoft's Dynamics CRM software.
- 2.6 **"DB2"** means IBM's DB2 database software.
- 2.7 **".NET"** means Microsoft's .NET or .NET Framework software.
- 2.8 **"SDLC"** means Software or Systems Development Life Cycle, a standard term to describe the process of planning for, creating, testing, and deploying

REQUEST FOR QUOTATION
CRFQ MIS2100000002
Temporary IT Staffing for WV DHHR and OMIS

software or systems applications.

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

- 3.1. Vendors shall be in business a minimum of five (5) years, providing similar information technology services. Vendors must provide documentation to indicate that their company meets this requirement prior to award; however, bidders may include this documentation with their bid.
- 3.2. Vendors shall be able to demonstrate their potential to provide these services by providing documentation to indicate they have provided staffing of at least six (6) individuals within the listed classifications within the past five (5) years: documentation should include enough information to indicate that the Vendor provided an employee meeting the requirements of a specifically named classification from Section 1, above: the documentation should name the entity to whom the individual was supplied and provide contact information for that entity. Vendors must provide documentation to indicate that their company meets this requirement prior to award; however, bidder may include this documentation with their bid.

4. MANDATORY REQUIREMENTS:

4.1 Mandatory Contract Services Requirements and Deliverables: Contract Services must meet or exceed the mandatory requirements listed below.

4.1.1 Senior Web Application Analyst:

- 4.1.1.1 Senior Web Application Analyst must have a minimum of five (5) years of .Net development experience with dynamic database driven enterprise level web applications.
- 4.1.1.2 Senior Web Application Analyst must have a minimum of five (5) years of experience in web development using ASP.Net, AJAX, Visual Studio (version 2008 or higher), .NET framework 2.0+, JavaScript and C#.
- 4.1.1.3 Senior Web Application Analyst must have a minimum of five (5)

REQUEST FOR QUOTATION
CRFQ MIS2100000002
Temporary IT Staffing for WV DHHR and OMIS

years of Relational Database experience.

4.1.1.4 Senior Web Application Analyst must have a minimum of five (5) years Data Design/Data Modeling experience.

4.1.1.5 Senior Web Application Analyst must have a minimum of five (5) years of Analysis and Design experience.

4.1.1.6 Senior Web Application Analyst must have a minimum of three (3) years of experience using ASP.Net MVC, WCF, jQuery and jQuery UI.

4.1.1.7 Senior Web Application Analyst must have a minimum of two (2) years of experience using a client side MVVM architectural model for building web applications.

4.1.1.8 Senior Web Application Analyst must have a minimum of two (2) years of experience with designing and developing applications using SOAP/ REST Web Services.

4.1.1.9 Senior Web Application Analyst must have a minimum of two (2) years of experience with Microsoft SharePoint Services/Server and Team Foundation Server (TFS) for team collaboration.

4.1.1.10 Senior Web Application Analyst should have excellent communications skills (both verbal and written) to communicate with various stakeholders including, but not limited to, project managers, business analysts, database administrators and application analysts as well as business policy staff and workers.

4.1.2 Web Application Analyst:

4.1.2.1 Web Application Analyst must have a minimum of three (3) years of .NET development experience with dynamic database driven enterprise level web applications.

4.1.2.2 Web Application Analyst must have a minimum of three (3) years of experience in web development using ASP. Net, AJAX, Visual Studio (version 2008 or higher), .NET framework 2.0*, JavaScript

REQUEST FOR QUOTATION
CRFQ MIS2100000002
Temporary IT Staffing for WV DHHR and OMIS

and C#.

- 4.1.2.3 Web Application Analyst must have a minimum of two (2) years of experience using ASP.Net MVC, WCF, jQuery and jQuery UI.
- 4.1.2.4 Web Application Analyst must have a minimum of three (3) years of Relational Database experience.
- 4.1.2.5 Web Application Analyst must have a minimum of two (2) years Data Design/Data Modeling experience.
- 4.1.2.6 Web Application Analyst must have a minimum of two (2) years of Analysis and Design experience.
- 4.1.2.7 Web Application Analyst should have excellent communications skills (both verbal and written) to communicate with various stakeholders including, but not limited to, project managers, business analysts, database administrators and application analysts as well as business policy staff and workers.

4.1.3 Senior Mainframe Application Analyst:

- 4.1.3.1 Senior Mainframe Application Analyst must have a minimum of a Bachelor's degree in Computer Science or a related field from an accredited institution or a minimum of five (5) years of equivalent work experience required.
- 4.1.3.2 Senior Mainframe Application Analyst must have a minimum of five (5) years of Mainframe Application development experience using COBOL, CICS, and JCL.
- 4.1.3.3 Senior Mainframe Application Analyst must have a minimum of five (5) years of Relational Database experience.
- 4.1.3.4 Senior Mainframe Application Analyst must have a minimum of five (5) years of Analysis and Design experience.
- 4.1.3.5 Senior Mainframe Application Analyst must have a minimum of three (3) years of experience as a lead analyst or in a senior analyst role.

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

REQUEST FOR QUOTATION
CRFQ MIS2100000002
Temporary IT Staffing for WV DHHR and OMIS

4.1.3.6 Senior Mainframe Application Analyst should have excellent communications skills (both verbal and written) to communicate with various stakeholders including, but not limited to, project managers, business analysts, database administrators and application analysts as well as business policy staff and workers.

4.1.4 Mainframe Application Analyst:

4.1.4.1 Mainframe Application Analyst must have a minimum of three (3) years of Mainframe Application development experience using COBOL, CICS and JCL.

4.1.4.2 Mainframe Application Analyst must have a minimum of three (3) years of Relational Database experience.

4.1.4.3 Mainframe Application Analyst must have a minimum of three (3) years of Analysis and Design experience.

4.1.4.4 Mainframe Application Analyst should have excellent communications skills (both verbal and written) to communicate with various stakeholders including, but not limited to, project managers, business analysts, database administrators and application analysts as well as business policy staff and workers.

4.1.5 Senior CRM Application Analyst:

4.1.5.1 Senior CRM Application Analyst must have a minimum of five (5) years of Microsoft Dynamics CRM development experience.

4.1.5.2 Senior CRM Application Analyst must have a minimum of five (5) years of experience in web development using ASP.Net, Visual Studio (version 2008 or higher), .NET Framework 2.0+, JavaScript and C#.

4.1.5.3 Senior CRM Application Analyst must have a minimum of five (5) years development experience with a complex, large-scale, N-Tier Application.

REQUEST FOR QUOTATION
CRFQ MIS2100000002
Temporary IT Staffing for WV DHHR and OMIS

- 4.1.5.4 Senior CRM Application Analyst must have a minimum of five (5) years of experience using SQL Server.
 - 4.1.5.5 Senior CRM Application Analyst must have a minimum of five (5) years Data Design/Data Modeling experience.
 - 4.1.5.6 Senior CRM Application Analyst must have a minimum of five (5) years of Analysis and Design experience.
 - 4.1.5.7 Senior CRM Application Analyst must have a minimum of three (3) years of experience using ASP.Net MVC, WCF, jQuery and jQuery UI.
 - 4.1.5.8 Senior CRM Application Analyst must have a minimum of two (2) years of experience with designing and developing application using SOAP/ REST Web Services.
 - 4.1.5.9 Senior CRM Application Analyst must have a minimum of two (2) years of experience with Microsoft SharePoint Services/Server and Team Foundation Server (TFS) for team collaboration.
 - 4.1.5.10 Senior CRM Application Analyst should have excellent communications skills (both verbal and written) to communicate with various stakeholders including, but not limited to, project managers, business analysts, database administrators and application analysts as well as business policy staff and workers.
- 4.1.6 CRM Application Analyst:**
- 4.1.6.1 CRM Application Analyst must have a minimum of three (3) years of Microsoft Dynamics CRM development experience.
 - 4.1.6.2 CRM Application Analyst must have a minimum of three (3) years of experience in web development using ASP.Net, Visual Studio (version 2008 or higher), .NET Framework 2.0+, JavaScript and C#.
 - 4.1.6.3 CRM Application Analyst must have a minimum of two (2) years of experience using ASP.Net MVC, WCF, jQuery and jQuery UI.

REQUEST FOR QUOTATION
CRFQ MIS2100000002
Temporary IT Staffing for WV DHHR and OMIS

- 4.1.6.4 CRM Application Analyst must have a minimum of two (2) years of experience using SQL Server.
- 4.1.6.5 CRM Application Analyst must have a minimum of two (2) years Data Design/Data Modeling experience.
- 4.1.6.6 CRM Application Analyst must have a minimum of two (2) years of Analysis and Design experience.
- 4.1.6.7 CRM Application Analyst must have a minimum of one (1) year of experience with Microsoft SharePoint Services/Server and Team Foundation Server (TFS) for team collaboration.
- 4.1.6.8 CRM Application Analyst should have excellent communications skills (both verbal and written) to communicate with various stakeholders including, but not limited to, project managers, business analysts, database administrators and application analysts as well as business policy staff and workers.

4.1.7 Senior SharePoint Application Analyst:

- 4.1.7.1 Senior SharePoint Application Analyst must have a minimum of five (5) years of experience in web development using ASP.Net, Visual Studio (version 2008 or higher), .NET Framework 2.0+, JavaScript and C#.
- 4.1.7.2 Senior SharePoint Application Analyst must have a minimum of five (5) years of Analysis and Design experience.
- 4.1.7.3 Senior SharePoint Application Analyst must have a minimum of five (5) years of Microsoft SharePoint development experience, in conjunction with the use of InfoPath.
- 4.1.7.4 Senior SharePoint Application Analyst must have a minimum of three (3) years of experience using ASP.Net MVC, WCF, jQuery and jQuery UI.
- 4.1.7.5 Senior SharePoint Application Analyst must have a minimum of two (2) years of experience with designing and developing applications using SOAP/REST Web Services.

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

**REQUEST FOR QUOTATION
CRFQ MIS2100000002
Temporary IT Staffing for WV DHHR and OMIS**

- 4.1.7.6 Senior SharePoint Application Analyst must have a minimum of two (2) years of experience with Microsoft SharePoint Services/Server and Team Foundation Server (TFS) for team collaboration.
- 4.1.7.7 Senior SharePoint Application Analyst should have excellent communications skills (both verbal and written) to communicate with various stakeholders including, but not limited to, project managers, business analysts, database administrators and application analysts as well as business policy staff and workers.
- 4.1.8 **SharePoint Application Analyst:**
 - 4.1.8.1 SharePoint Application Analyst must have a minimum of two (2) years of SharePoint development experience, in conjunction with the use of InfoPath.
 - 4.1.8.2 SharePoint Application Analyst must have a minimum of two (2) years of Relational Database experience.
 - 4.1.8.3 SharePoint Application Analyst must have a minimum of two (2) years of experience in web development using ASP.Net, Visual Studio (version 2008 or higher), .NET Framework 2.0+, JavaScript and C#.
 - 4.1.8.4 SharePoint Application Analyst must have a minimum of two (2) years of experience using ASP.Net MVC, WCF, jQuery and jQuery UI.
 - 4.1.8.5 SharePoint Application Analyst must have a minimum of two (2) years of Analysis and Design experience.
 - 4.1.8.6 SharePoint Application Analyst must have a minimum of one (1) year of experience with designing and developing applications using SOAP/REST Web Services.
 - 4.1.8.7 SharePoint Application Analyst should have excellent communications skills (both verbal and written) to communicate with various stakeholders including, but not limited to, project managers, business analysts, database administrators and

REQUEST FOR QUOTATION
CRFQ MIS2100000002
Temporary IT Staffing for WV DHHR and OMIS

application analysts as well as business policy staff and workers.

4.1.9 Senior Application Oracle Database Administrator:

- 4.1.9.1** Senior Application Oracle Database Administrator must be an Oracle Database Administrator Certified Professional.
- 4.1.9.2** Senior Application Oracle Database Administrator must have a minimum of ten (10) years of experience with the maintenance and management of Oracle database systems.
- 4.1.9.3** Senior Application Oracle Database Administrator must have a minimum of a Bachelor's degree in Computer Science or a related field from an accredited institution or a minimum of six (6) years of equivalent work experience.
- 4.1.9.4** Senior Application Oracle Database Administrator must have a minimum of five (5) years of experience in providing connectivity to an Oracle database.
- 4.1.9.5** Senior Application Oracle Database Administrator must have a minimum of five (5) years providing assistance to programming staff in debugging triggers, procedures, functions, and packages (PL/SQL Code).
- 4.1.9.6** Senior Application Oracle Database Administrator must have a minimum of five (5) years in optimizing SQL execution for Oracle SQL procedures, functions, packages and triggers.
- 4.1.9.7** Senior Application Oracle Database Administrator must have a minimum of five (5) years of experience writing and maintaining UNIX/LINUX shell scripts in HP UNIX and/or RedHat LINUX environment.
- 4.1.9.8** Senior Application Oracle Database Administrator must have a minimum of five (5) years of experience in Data Modeling.
- 4.1.9.9** Senior Application Oracle Database Administrator must have a minimum of five (5) years of experience in utilization of Oracle RMAN backup to include full and incremental backups and cloning

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

**REQUEST FOR QUOTATION
CRFQ MIS2100000002
Temporary IT Staffing for WV DHHR and OMIS**

a database.

4.1.9.10 Senior Application Oracle Database Administrator must have a minimum of two (2) years of experience with the utilization and administration of Oracle Warehouse Builder.

4.1.9.11 Senior Application Oracle Database Administrator must have a minimum of two (2) years in fine grain access control in an Oracle database.

4.1.10 Application Oracle Database Administrator:

4.1.10.1 Application Oracle Database Administrator must have a minimum of five (5) years of experience with the maintenance and management of Oracle database systems.

4.1.10.2 Application Oracle Database Administrator must have a minimum of a Bachelor's degree in Computer Science or a related field from an accredited institution or a minimum of three (3) years of equivalent work experience.

4.1.10.3 Application Oracle Database Administrator must have a minimum of two (2) years of experience in providing connectivity to an Oracle Database.

4.1.10.4 Application Oracle Database Administrator must have a minimum of two (2) years providing assistance to programming staff in debugging triggers, procedures, functions, and packages (PL/SQL Code).

4.1.10.5 Application Oracle Database Administrator must have a minimum of two (2) years in optimizing SQL execution for Oracle SQL procedures, functions, packages, and triggers.

4.1.10.6 Application Oracle Database Administrator must have a minimum of two (2) years of experience writing and maintaining UNIX/LINUX shell scripts in HP UNIX and/or RedHat LINUX

REQUEST FOR QUOTATION
CRFQ MIS2100000002
Temporary IT Staffing for WV DHHR and OMIS

environment.

4.1.10.7 Application Oracle Database Administrator must have a minimum of two (2) years of experience in utilization of Oracle RMAN backup to include full and incremental backups and cloning a database.

4.1.11 Senior Application DB2 Database Administrator:

4.1.11.1 Senior Application DB2 Database Administrator must have a minimum of five (5) years of experience with the maintenance and management of DB2 database systems.

4.1.11.2 Senior Application DB2 Database Administrator must have a minimum of a Bachelor's degree in Computer Science or a related field from an accredited institution or a minimum of five (5) years of equivalent work experience.

4.1.11.3 Senior Application DB2 Database Administrator must have a minimum of five (5) years of experience in managing permissions to a DB2 database.

4.1.11.4 Senior Application DB2 Database Administrator must have a minimum of five (5) years of providing assistance to programming staff in debugging triggers, procedures, functions, and packages.

4.1.11.5 Senior Application DB2 Database Administrator must have a minimum of five (5) years in optimizing SQL execution for DB2 SQL procedures, functions, packages, and triggers.

4.1.11.6 Senior Application DB2 Database Administrator must have a minimum of five (5) years of experience in Data Modeling.

4.1.11.7 Senior Application DB2 Database Administrator must have a minimum of five (5) years of experience developing and performing disaster recovery procedures.

4.1.11.8 Senior Application DB2 Database Administrator should have excellent communications skills (both verbal and written) to communicate with various stakeholders including, but not limited

REQUEST FOR QUOTATION
CRFQ MIS2100000002
Temporary IT Staffing for WV DHHR and OMIS

to, project managers, business analysts, database administrators and application analysts as well as business policy staff and workers.

4.1.12 Application DB2 Database Administrator:

- 4.1.12.1** Application DB2 Database Administrator must have a minimum of a Bachelor's degree in Computer Science or a related field from an accredited institution or a minimum of six (6) years of equivalent work experience.
- 4.1.12.2** Application DB2 Database Administrator must have a minimum of four (4) years of experience with the maintenance and management of DB2 database systems.
- 4.1.12.3** Application DB2 Database Administrator must have a minimum of three (3) years of experience in managing permissions to a DB2 database.
- 4.1.12.4** Application DB2 Database Administrator must have a minimum of three (3) years of providing assistance to programming staff in debugging triggers, procedures, functions, and packages.
- 4.1.12.5** Application DB2 Database Administrator must have a minimum of three (3) years in optimizing SQL execution for DB2 SQL procedures, functions, packages, and triggers.
- 4.1.12.6** Application DB2 Database Administrator must have a minimum of three (3) years of experience in Data Modeling.
- 4.1.12.7** Application DB2 Database Administrator must have a minimum of three (3) years of experience developing and performing disaster recovery procedures.
- 4.1.12.8** Application DB2 Database Administrator should have excellent communications skills (both verbal and written) to communicate with various stakeholders including, but not limited to, project managers, business analysts, database administrators and application analysts as well as business policy staff and workers.

REQUEST FOR QUOTATION
CRFQ MIS2100000002
Temporary IT Staffing for WV DHHR and OMIS

4.1.13 Senior SQL Server Database Administrator:

- 4.1.13.1** Senior SQL Server Database Administrator must have a minimum of five (5) years of experience with the operation, maintenance, and implementation of Microsoft SQL Server database (SQL Server 2008 and higher). This experience must include the candidate being proficient in T-SQL and package creation (stored procedures) and utilization.
- 4.1.13.2** Senior SQL Server Database Administrator must have a minimum of five (5) years of experience with the creation of databases and database primary objects in SQL Server.
- 4.1.13.3** Senior SQL Server Database Administrator must have a minimum of five (5) years of experience migrating prior versions of SQL Server to SQL Server 2012 on Windows servers. This must include the conversion of DTS packages to SSIS.
- 4.1.13.4** Senior SQL Server Database Administrator must have a minimum of five (5) years of experience installing, implementing, and monitoring SSIS and SSAS for SQL Server 2008.
- 4.1.13.5** Senior SQL Server Database Administrator must have a minimum of five (5) years of experience in command line Data Definition Language (DDL) operations and scripting.
- 4.1.13.6** Senior SQL Server Database Administrator must have a minimum of five (5) years of experience in backup and recovery of SQL Server databases.

4.1.14 SQL Server Database Administrator:

- 4.1.14.1** SQL Server Database Administrator must have a minimum of three (3) years of experience with the operation, maintenance, and implementation of Microsoft SQL Server database (SQL Server 2008 and higher). This experience must include the candidate being proficient in T-SQL and package creation (stored procedures) and utilization.

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

REQUEST FOR QUOTATION
CRFQ MIS2100000002
Temporary IT Staffing for WV DHHR and OMIS

4.1.14.2 SQL Server Database Administrator must have a minimum of three (3) years of experience with the creation of databases and database primary objects in SQL Server.

4.1.14.3 SQL Server Database Administrator must have a minimum of three (3) years of experience in backup and recovery of SQL Server databases.

4.1.14.4 SQL Server Database Administrator must have a minimum of two (2) years of experience migrating prior versions of SQL Server to SQL Server 2012 on Windows servers. This must include the conversion of DTS packages to SSIS.

4.1.14.5 SQL Server Database Administrator must have a minimum of two (2) years of experience installing, implementing, and monitoring SSIS and SSAS for SQL Server 2008.

4.1.14.6 SQL Server Database Administrator must have a minimum of two (2) years of experience in command line Data Definition Language (DDL) operations and scripting.

4.1.15 Senior COGNOS Analyst:

4.1.15.1 Senior COGNOS Analyst must have a minimum of a Bachelor's degree in Computer Science or a related field from an accredited institution or a minimum of five (5) years of equivalent work experience.

4.1.15.2 Senior COGNOS Analyst must have experience in the successful implementation of medium and/or large-scale projects.

4.1.15.3 Senior COGNOS Analyst must have a minimum of five (5) years of experience using the COGNOS suite of components including metadata Modeler and Report Developer specifically COGNOS V10 BI (or higher), Framework Manager, Transformer, Query Studio, Report Studio, Analysis Studio, Metric Studio, Business Insight and Business Insight Advanced.

4.1.15.4 Senior COGNOS Analyst must have a minimum of five (5) years of experience with relational databases - Oracle required.

REQUEST FOR QUOTATION
CRFQ MIS2100000002
Temporary IT Staffing for WV DHHR and OMIS

- 4.1.15.5** Senior COGNOS Analyst must have a minimum of five (5) years of experience with Oracle Warehouse Builder.
- 4.1.15.6** Senior COGNOS Analyst must have a minimum of five (5) years of experience in requirements gathering, process and data analysis.
- 4.1.15.7** Senior COGNOS Analyst must have a minimum of five (5) years of experience working with various modeling techniques, data flow diagrams and workflow diagrams.
- 4.1.15.8** Senior COGNOS Analyst must have a minimum of five (5) years of experience installing, configuring, monitoring, and maintaining a COGNOS server environment.
- 4.1.15.9** Senior COGNOS Analyst must have a minimum of five (5) years of experience in administration of user permissions, user accounts and security profiles, Implement security at different levels in COGNOS Connection, Performance Tuning, Distribution Management, Scheduling, Installation of fix packs and knowledge in upgrading COGNOS to newer versions.
- 4.1.15.10** Senior COGNOS Analyst must have a minimum of five (5) years of experience with coding Database Stored Procedures, Functions and Packages.
- 4.1.15.11** Senior COGNOS Analyst must have a minimum of three (3) years of experience in creation of UAT Test Plans.
- 4.1.15.12** Senior COGNOS Analyst must have a minimum of three (3) years of experience in building Active Reports using COGNOS V10 BI (or higher).
- 4.1.15.13** Senior COGNOS Analyst must have a minimum of one (1) year of experience in the Administration of a Database as a primary or assistant DBA.

4.1.16 COGNOS Analyst:

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

REQUEST FOR QUOTATION
CRFQ MIS2100000002
Temporary IT Staffing for WV DHHR and OMIS

- 4.1.16.1 COGNOS Analyst must have a minimum of a Bachelor's degree in Computer Science or a related field from an accredited institution or a minimum of five (5) years of equivalent work experience.
- 4.1.16.2 COGNOS Analyst must have experience in the successful implementation of small and/or medium scale projects.
- 4.1.16.3 COGNOS Analyst must have a minimum of three (3) years of experience using the COGNOS suite of components including metadata Modeler and Report Developer specifically COGNOS V10/V8 BI (or higher), Framework Manager, Query Studio, Report Studio and Analysis Studio.
- 4.1.16.4 COGNOS Analyst must have a minimum of three (3) years of experience with relational databases - Oracle required.
- 4.1.16.5 COGNOS Analyst must have a minimum of one (1) year of experience with Oracle Warehouse Builder.
- 4.1.16.6 COGNOS Analyst must have a minimum of one (1) year of experience in requirements gathering, process and data analysis.
- 4.1.16.7 COGNOS Analyst must have a minimum of one (1) year of experience working with various modeling techniques, data flow diagrams and workflow diagrams.
- 4.1.16.8 COGNOS Analyst must have a minimum of one (1) year of experience installing, configuring, and maintaining a COGNOS server environment.
- 4.1.16.9 COGNOS Analyst must have a minimum of one (1) year of experience in creation of UAT Test Plans.
- 4.1.16.10 COGNOS Analyst must have a minimum of one (1) year of experience in administration of user permissions, user accounts and security profiles.

REQUEST FOR QUOTATION
CRFQ MIS2100000002
Temporary IT Staffing for WV DHHR and OMIS

4.1.17 Software Test Analyst:

4.1.17.1 Software Test Analyst must have a minimum of a Bachelor's degree from an accredited college or university in computer science or related field, or a minimum of an Associate's degree from an accredited college, university, or business school in computer science or related field and a minimum of one (1) year of full-time computer programming experience, or a minimum of three (3) years of experience in the field or in a related area.

4.1.17.2 Software Test Analyst must have a minimum of three (3) years of experience in evaluating and testing new or modified software programs and software development procedures used to verify that programs function according to user requirements and conform to establishment guidelines. Must be able to write, revise, and verify quality standards and test procedures for program design and product evaluation to obtain a quality of software acceptable to the Agency.

4.1.17.3 Software Test Analyst must have a minimum of three (3) years of experience in developing, publishing, and implementing test plans.

4.1.17.4 Software Test Analyst must have a minimum of three (3) years of experience in writing and maintaining test automation. Must be able to evaluate, recommend, and implement automated test tools and strategies. Must develop, maintain, and upgrade automated test scripts and architectures for application products.

4.1.17.5 Software Test Analyst must have a minimum of three (3) years of experience in writing, implementing, and reporting the status of system test cases for testing. Must analyze test cases and provide regular progress reports. Must participate in the testing process through test review and analysis, test witnessing and certification of software.

4.1.18 Help Desk Analyst:

4.1.18.1 Help Desk Analyst must have a minimum of three (3) years of experience in providing technical assistance to computer system users on a variety of issues. Must identify, research, and resolve technical problems. Must respond to telephone calls, email, and

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

REQUEST FOR QUOTATION
CRFQ MIS2100000002
Temporary IT Staffing for WV DHHR and OMIS

personnel requests for technical support. Must document, track, and monitor the problem to ensure a timely resolution. Must answer questions to resolve computer problems for clients in person, via telephone or from remote location. May provide assistance concerning the use of computer hardware and software, including printing, installation, word processing, electronic mail, and operating systems.

4.1.18.2 Help Desk Analyst must have a minimum of one (1) year of experience in the field of a support office or in a related area.

4.1.18.3 Help Desk Analyst must have knowledge of commonly used Help Desk concepts, practices, and procedures within an Information Technology field. Relies on instructions and pre-established guidelines to perform the functions of the job.

4.1.18.4 Help Desk Analyst should have excellent communications skills (both verbal and written) to communicate with various stakeholders including, but not limited to, project managers, business analysts, database administrators and application analysts as well as business policy staff and workers.

4.1.19 Business Analyst:

4.1.19.1 Business Analyst must have a minimum of a Bachelor's degree from an accredited college or university in computer science or related field and a minimum of one (1) year of experience in the field or in a related area, or a minimum of an Associate's degree from an accredited college, university, or business school in computer science or related field and a minimum of three (3) years of full-time computer programming experience, or a minimum of five (5) years of experience in the field or in a related area.

4.1.19.2 Business Analyst must have a minimum of three (3) years of experience with standard concepts, practices, and procedures within application development. Works under limited supervision with considerable latitude for the use of initiative and independent judgment.

4.1.19.3 Business Analyst must have a minimum of three (3) years of experience with facilitating meetings or Joint Application

REQUEST FOR QUOTATION
CRFQ MIS2100000002
Temporary IT Staffing for WV DHHR and OMIS

Development (JAD) sessions in eliciting business requirements, operational constraints, and assumptions.

4.1.19.4 Business Analyst must have a minimum of three (3) years of experience in Systems Development Life Cycle (SDLC).

4.1.19.5 Business Analyst must have a minimum of three (3) years of experience in the review, analysis, and evaluation of business systems and user needs. Must formulate systems to parallel overall business strategies. Must prepare solution options and risk identification. Must create documents that contain detailed descriptions of user needs, program functions, and steps required to develop or modify computer programs. Must play an active role in acceptance testing, document results, reports issues and retests, as necessary. Must adhere to project standards.

4.1.19.6 Business Analyst must have a minimum of three (3) years of experience in preparing and documenting Functional and Technical Specifications for reporting and data warehouse work. Must assist with business warehouse/intelligence support and enhancements. Must assist in deployment and management of end-user reporting tools and platforms. Must work with IT and business project teams to understand reporting and data warehousing requirements and propose solutions. Must provide reporting knowledge transfer training to other team members.

4.1.19.7 Business Analyst must have a minimum of three (3) years of experience with relational database concepts, and client-server concepts. Works under general supervision; typically reports to a project leader or manager.

4.1.19.8 Business Analyst should have excellent communications skills (both verbal and written) to communicate with various stakeholders including, but not limited to, project managers, business analysts, database administrators and application analysts as well as business policy staff and workers.

REQUEST FOR QUOTATION
CRFQ MIS2100000002
Temporary IT Staffing for WV DHHR and OMIS

4.1.20 Technical Writer:

- 4.1.20.1** Technical Writer must have a minimum of an associate degree from an accredited college, university, or business school in computer science or related, or a minimum of two (2) years of experience in the field or in a related area.
- 4.1.20.2** Technical Writer must have a minimum of three (3) years of experience using knowledge of commonly used concepts, practices, and procedures within a particular field. Must rely on instructions and pre-established guidelines to perform the functions of the job. Primary job functions do not typically require exercising independent judgment.
- 4.1.20.3** Technical Writer must have a minimum of three (3) years of experience composing technical documents, manuals, bulletins, brochures, publications, training manuals, and special reports. Must have experience organizing and coordinating the composition of materials and drafting of forms suitable for reproduction. Must review and edit prepared material and illustrations. Must develop and refine material for publication in journals and periodicals. Must prepare informational material for release to the mass media. Must work with agency staff in the development of formats, graphics, and the layout of publications. Must assist agency staff in preparing and refining material for speeches and other public presentations. May research product design, capabilities, and compatibility ranges.
- 4.1.20.4** Technical Writer must have a minimum of three (3) years of experience overseeing the writing, editing, publishing, and distribution of specification documents. Must review project resources and prepare analysis or summaries. Must have experience with the techniques and methods of planning, organizing, and writing various types of materials; of research methodology; and of policies, procedures, and regulations. Must conduct research; must compose, review, illustrate, and edit technical documents, materials, and reports; must communicate with staff; and must train others to develop these skills.

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

REQUEST FOR QUOTATION
CRFQ MIS2100000002
Temporary IT Staffing for WV DHHR and OMIS

4.1.21 Information Systems Assistant:

- 4.1.21.1 Information Systems Assistant must have a minimum of one (1) year of experience in data processing, word processing, computer operations, system monitoring, data job coordination or advanced level office work which involved operation a computer equipment.
- 4.1.21.2 Information Systems Assistant must have a minimum of one (1) year of experience maintaining hardware and software.
- 4.1.21.3 Information Systems Assistant must have a minimum of one (1) year of experience in backup and recovery procedures.
- 4.1.21.4 Information Systems Assistant must have a minimum of one (1) year of experience maintaining and preparing comprehensive and accurate reports such as inventory, electronic calendars, and database files.
- 4.1.21.5 Information Systems Assistant must have a minimum of one (1) year of experience purchasing computer hardware components.
- 4.1.21.6 Information Systems Assistant should have excellent communications skills (both verbal and written) to communicate with various stakeholders including, but not limited to, project managers, business analysts, database administrators and application analysts as well as business policy staff and workers.

4.1.22 Imaging Operator:

- 4.1.22.1 Imaging Operator must have a minimum of one (1) year of experience using Personal Computer based software such as data processing, word processing, database, spreadsheet or in electronic document management imaging or scanning documents.
- 4.1.22.2 Imaging Operator must have a minimum of one (1) year of experience using commonly used functional business processes, operations, policies, and business forms, including the relationship among them and to outside entities.
- 4.1.22.3 Imaging Operator must have a minimum of one (1) year of experience in analyzing situations, problems, information and take

REQUEST FOR QUOTATION
CRFQ MIS2100000002
Temporary IT Staffing for WV DHHR and OMIS

appropriate action and synthesize information and provide interpretation.

4.1.22.4 Imaging Operator must have a minimum of one (1) year of experience interacting with computer databases and other computer software.

4.1.22.5 Imaging Operator should have excellent communications skills (both verbal and written) to communicate with various stakeholders including, but not limited to, project managers, business analysts, database administrators and application analysts as well as business policy staff and workers.

4.1.23 Programmer Analyst:

4.1.23.1 Programmer Analyst must have a minimum of a Bachelor's degree from an accredited college or university in computer science or related field including but not limited to business data programming, business systems analysis, computer servicing technologies, information systems management, data processing or computer engineering, **OR** a minimum of an associate's degree and eighteen (18) months of equivalent work experience **OR** a minimum of three (3) years equivalent work experience.

4.1.23.2 Programmer Analyst must have a minimum of three (3) years of experience with database management, documentation project control techniques, data processing concepts and equipment usage.

4.1.23.3 Programmer Analyst must have a minimum of three (3) years of experience developing and maintaining complex systems and evaluate and analyze system requests to develop work plans for systems development and maintenance.

4.1.23.4 Programmer Analyst should have excellent communications skills (both verbal and written) to communicate with various stakeholders including, but not limited to, project managers, business analysts, database administrators and application analysts as well as business policy staff and workers.

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

REQUEST FOR QUOTATION
CRFQ MIS2100000002
Temporary IT Staffing for WV DHHR and OMIS

4.1.24 Systems Programmer:

- 4.1.24.1 System Programmer must have a minimum of a Bachelor's degree with twelve (12) semester hours credit in computer science OR a minimum of four (4) years of experience as a systems programmer or programmer analyst.
- 4.1.24.2 Systems Programmer must have a minimum of four (4) years of experience as a systems programmer or programmer analyst using two (2) or more programming languages.
- 4.1.24.3 Systems Programmer must have a minimum of four (4) years of experience in the design, execution, and operation of host resident software such as operating systems, database management, database structures and database communications systems.
- 4.1.24.4 Systems Programmer must have a minimum of two (2) years of experience solving data processing problems and evaluating technical proposals.
- 4.1.24.5 Systems Programmer should have excellent communications skills (both verbal and written) to communicate with various stakeholders including, but not limited to, project managers, business analysts, database administrators and application analysts as well as business policy staff and workers.

4.1.25 Computer Operator:

- 4.1.25.1 Computer Operator must have a minimum of one (1) year of experience in the operation, moving and installation of a variety of standard computer equipment including printers, scanners, and other devices.
- 4.1.25.2 Computer Operator must have a minimum of one (1) year of experience interpreting machine codes and error messages and take appropriate corrective action.
- 4.1.25.3 Computer Operator must have a minimum of one (1) year of experience in troubleshooting hardware and software issues and applying the necessary repairs.

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

REQUEST FOR QUOTATION
CRFQ MIS2100000002
Temporary IT Staffing for WV DHHR and OMIS

4.1.25.4 Computer Operator must have a minimum of one (1) year of experience in testing system software and applications.

4.1.25.5 Computer Operator must have a minimum of one (1) year of experience with system monitoring.

4.1.25.6 Computer Operator should have excellent communications skills (both verbal and written) to communicate with various stakeholders including, but not limited to, project managers, business analysts, database administrators and application analysts as well as business policy staff and workers.

4.2 VENDOR RESPONSIBILITIES

4.2.1 Bidders must provide an hourly rate for each position they expect to submit qualifications for proposed candidates when the need arises. When presenting candidates for review by the Agency, Vendor shall provide the qualifications of proposed candidates who meet all requirements of the RFQ.

4.2.2 Successful vendors must provide staffing as requested by the Agency. Assignments also may be for a specified period of time and quantity of hours as indicated on each delivery order. Consistent failure on the part of a successful vendor to fulfill requests from the Agency, or consistently being unresponsive to Agency's requests for staffing services, may be grounds for cancellation of the vendor's entire contract.

4.2.3 Successful vendors must provide hourly rates that are inclusive of all costs including, but not limited to, federal, state and local withholding taxes, social security & Medicare taxes as well as all unemployment compensation, workers compensation, general and professional liability premiums. All overhead for the vendor and fringe for the candidate must be included in the successful vendor's hourly rates. All travel expenses must be included in the vendor's hourly rates.

4.2.4 Successful vendors shall provide the Agency with information on each staffing candidate according to the state and federal standards, including applications. Vendors must include a current resume and a completed qualification documentation for each candidate with their responses. Resumes will identify the candidate's qualifications listed in the requirements section above and will include copies as verification of degrees and

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

REQUEST FOR QUOTATION
CRFQ MIS2100000002
Temporary IT Staffing for WV DHHR and OMIS

certifications. Resume pages will be numbered (ex: 1 of 2, 2 of 2 etc...). These must be sent to the Agency along with the listing of possible candidates to interview.

- 4.2.5 Successful Vendor must provide (as requested) the legal documentation to support proof that their candidate is a U.S. citizen or eligible to work in the United States.
- 4.2.6 Successful vendor is prohibited from providing as a candidate any employee who was previously dismissed for disciplinary or performance reasons by any DHHR Facility or Office, whether as a full-time employee or as contract temporary staff.
- 4.2.7 Successful vendor having the first priority contract for any classification required by the Agency will be contacted first and will have 48 hours (2 business days) to **acknowledge the initial contact request for staffing** (in writing, by a means dictated by the Agency on the initial contact request, but likely by email or fax), and **must inform the Agency if they are able or unable to fulfill the request**. If unable to supply a candidate at the time, Vendor must provide a written waiver to the Agency within this same 48 hours (2 business days) timeframe. Failure to provide a written waiver will serve as a waiver as it pertains to the Agency's ability to proceed to contacting lower priority vendors. However, repeated failure to provide a written waiver may be grounds for cancellation of a vendor's entire contract (ie. all awarded classifications).

If able to supply candidate(s), Vendor must provide to the Agency a list of potential candidates for staffing needs within 2 weeks (10 business days) of the initial notification of need. Vendors must provide all documentation for every candidate who indicates they meet the requirements for the classification, including a qualifications document, template supplied by the agency, and resumes. Vendors may send multiple resumes so the agency may choose the most appropriate candidate.

Should a vendor not respond within the allowed number of days from the original notice of the Agency need (eg, 2 days to confirm/waiver a request; 10 business days to provide a list of candidates), the vendor with the second priority contract and other priority vendors for the classification will be contacted and given the opportunity to provide needed staffing. Evaluation will be completed in order of priority.

This second vendor will follow the same process as the first vendor; then the third vendor, and so on, until either a vendor successfully provides a staffing candidate, or all vendors qualifying for award of a contract for that

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

REQUEST FOR QUOTATION
CRFQ MIS2100000002
Temporary IT Staffing for WV DHHR and OMIS

classification are contacted. No second opportunity to meet the need will be given to any vendor until all vendors have been contacted in order of award.

The Vendor's provided candidate must consistently perform the contracted duties as outlined in these specifications or in the project-specific scope included within any Delivery Order. The Agency will notify the awarded vendor if a Vendor's employee fails to consistently perform the contracted duties. The Agency may, as part of this notification, request the Vendor replace the candidate; if so, the Vendor has 2 weeks (10 business days) from this notification to provide the qualifications for a replacement. If the vendor provided a candidate under false documentation, that will be grounds for cancellation of the Delivery Order.

- 4.2.8 The successful candidate(s) will be required to present a timesheet for approval on a regular basis not less than a one (1) week period and not more than monthly.
- 4.2.9 If during the term of the Delivery Order the candidate placed by the vendor leaves the company and/or has to be replaced; the vendor must give written notice to the Agency within one (1) business day, explaining the circumstances of departure, and must replace the candidate with another candidate meeting or surpassing all the requirements for the filled classification listed in Section 4.1 of this contract to maintain continuity of services. Vendor must provide to the Agency a list of potential candidates for the replacement staffing needs within 2 weeks (10 business days) of the notification of replacement. Vendors must provide documentation and resumes for every candidate which indicates their meeting the requirements for the classification. Vendors may send multiple resumes so that the agency may choose. Any interruption of service greater than ten (10) business days will be grounds for cancellation of the Delivery Order. If the Agency needs to issue a secondary Delivery Order to cover any cancelled Delivery Order, they are not required to contact or acquire waivers from any vendor for which they had previously contacted to fill the classification (copies of the original waivers and documentation regarding the cancellation should be kept in the files for both the original the replacement Delivery Order(s)).
- 4.2.10 Successful Vendors and candidates must comply with all Agency policies and procedures. Any access or user accounts issued to a candidate to permit work in the State computing environment are subject to revocation without notice, and random or periodic audit of user activity may be conducted by the Agency.

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

REQUEST FOR QUOTATION
CRFQ MIS2100000002
Temporary IT Staffing for WV DHHR and OMIS

4.3 DUTIES AND RESPONSIBILITIES OF THE AGENCY

- 4.3.1 Ordering Procedure:** Agency will notify (in writing) the successful Vendor with the current priority for any classification of the number of candidates needed, the total number of hours required for the assignment/project, the proposed length of the assignment, the basic description of the project for which the candidate will be used, and any assignment/project-specific requirements. Agency may issue multiple notifications to the same vendor to simultaneously request the same or different classifications, for the same or different assignments; the Agency has full discretion on how they wish to organize and issue notifications to the Vendor with current priority; the Vendor may confirm or waive any individual notification in its entirety, but may not partially confirm or waive a notification without express written approval of the Agency (ie, the Agency should indicate on its notification for more than a single quantity of any classification whether or not it is willing to allow the Vendor to partially confirm or waive.) For example, the Agency requires two Technical Writers for an assignment. If they are willing to allow the first priority Vendor to provide one while waiving the other, they should indicate this in the notification.

Upon receipt of required documents, interviews will be conducted, and review of qualifications will be performed by the Agency in order to verify the candidate meets the requirements for the requested classification.

After the Agency has chosen the candidate from those provided by the Vendor, the Agency will notify the vendor for a signed, dated quote (see Vendor Responsibilities, above), then complete a Delivery Order noting the Candidate, the Hourly Rate, the Quantity of Hours required for the project, start and end dates for the Delivery Order/Project, and any other information or requirements pertinent to the project for each classification requested.

Delivery Orders in excess of \$250,000.00 shall require processing as Centralized Delivery Orders through the WV State Purchasing Division. Orders of \$250,000.00 or under will be processed as Agency Delivery Orders. Signed, dated vendor quote shall be included with each Delivery Order (ie, scanned and electronically attached in wvOASIS).

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

REQUEST FOR QUOTATION
CRFQ MIS2100000002
Temporary IT Staffing for WV DHHR and OMIS

- 4.3.2 Successful Vendor(s)' candidate shall work under Agency supervision. The Agency shall be solely responsible to provide each candidate with day-to-day guidance in the execution of responsibilities at the Agency.
- 4.3.3 Agency reserves the right to terminate the candidate selected for a position providing services to the Agency without cause if it is determined to be in the best interest and well-being of the Agency. Termination would occur by cancellation of the remainder of the Delivery Order and does not require prior notification to the Vendor.
- 4.3.4 Independent Contractor Status: The purpose of this contract is to obtain temporary services that are provided by individuals or entities as independent contractors and not as employees of the State of West Virginia. The distinction between an independent contractor and an employee is complex and can require an analysis of 20 or more factors relating to the circumstances of each contract. The Internal Revenue Service and the U.S. Department of Labor have provided guidance on this issue at:
- IRS – <http://www.irs.gov/pub/irs-pdf/p15a.pdf>
- IRS – <http://www.irs.gov/Businesses/Small-Businesses-&Self-Employed/Independent-Contractor-Self-Employed-or-Employee>
- DOL – <http://www.dol.gov/claws/esa/flsa/docs/contractors.asp>
- Prior to utilizing the services available under this contract, each agency must ensure that factors relating to the broad categories of behavioral control, financial control, and the type of relationship between the state and the temporary worker will not cause the independent contractor relationship to be construed as an employee/employer relationship. Items that must be considered include but are not limited to, the degree of control exercised by the State over the temporary worker relating to performance of the job and the degree to which the temporary worker is integrated into the State's system. The Purchasing Division recommends that each agency review the IRS and DOL publications found at the links above and obtain further assurance from their respective internal legal counsel to maintain the independent contractor status of individuals and entities hired under this contract.
- 4.3.5 It is the sole responsibility of the Agency to insure that they are notifying the appropriately prioritized vendor for each classification; the Vendor is not responsible for determining if the Agency has acquired the necessary waiver from, or documented the non-responsiveness of, any other vendor in order for them to be appropriately contacting the current Vendor.

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

REQUEST FOR QUOTATION
CRFQ MIS2100000002
Temporary IT Staffing for WV DHHR and OMIS

5. CONTRACT AWARD:

5.1 Contract Award: The Contract is intended to provide the Agency with a purchase price for all of the Contract Services, and it is the State's intent to award multiple contracts to insure that every classification can be adequately supplied during the life of the Contract. Each classification will be considered separately for award purposes. The qualified bidder providing the lowest Total Price on the Pricing Page for a classification will be awarded the First Priority Contract for that classification. The qualified bidder providing the second lowest Classification Total Hourly Rate for a classification will be awarded the Second Priority Contract for that classification, and so on, until such time that at most five (5) Contracts are awarded for that classification. Bidders may be awarded none, any or all classifications, as is necessary to award for each classification.

Upon award of the resulting Contract(s), a spreadsheet will be included with each Contract indicating the priority each vendor has for each awarded classification. An indicator of "1" on the spreadsheet contract Pricing Synopsis shall indicate First Priority; "2" shall indicate Second Priority, etc.

5.2 Pricing Page: Vendor should complete the Pricing Page by providing the all-inclusive hourly rate to provide a candidate meeting the requirements for each classification. Vendor should complete the Pricing Page in full as failure to complete the Pricing Page in its entirety may result in Vendor's bid being disqualified. However, Vendors may opt to bid only certain classifications. If not bidding a classification/commodity line, bidders should clearly note a "no bid" or "N/A" on their bid. Vendors may opt to bid different hourly rates for each renewal year.

Vendor should type or electronically enter the information into the Pricing Pages through wvOASIS, if available, or as an electronic document. In most cases, the Vendor can request an electronic copy of the Pricing Pages for bid purposes by sending an email request to the following address: Crystal.G.Hustead@wv.gov

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

Revised 12/12/2017

REQUEST FOR QUOTATION
CRFQ MIS2100000002
Temporary IT Staffing for WV DHHR and OMIS

7. **PAYMENT:** Agency shall pay only the hourly rate as shown on the Pricing Pages, for all Contract Services performed and accepted under this Contract. Vendor shall accept payment in accordance with the payment procedures of the State of West Virginia.
8. **TRAVEL:** Vendor shall be responsible for all mileage and travel costs, including travel time, associated with performance of this Contract. Any anticipated mileage or travel costs may be included in the flat fee or hourly rate listed on Vendor's bid, but such costs will not be paid by the Agency separately.
9. **FACILITIES ACCESS:** Performance of Contract Services may require access cards and/or keys to gain entrance to Agency's facilities. In the event that access cards and/or keys are required:
 - 9.1. Vendor must identify principal service personnel which will be issued access cards and/or keys to perform service.
 - 9.2. Vendor will be responsible for controlling cards and keys and will pay replacement fee, if the cards or keys become lost or stolen.
 - 9.3. Vendor shall notify Agency immediately of any lost, stolen, or missing card or key.
 - 9.4. Anyone performing under this Contract will be subject to Agency's security protocol and procedures.
 - 9.5. Vendor shall inform all staff of Agency's security protocol and procedures.
10. **VENDOR DEFAULT:**
 - 10.1. The following shall be considered a vendor default under this Contract.
 - 10.1.1. Failure to perform Contract Services in accordance with the requirements contained herein.
 - 10.1.2. Failure to comply with other specifications and requirements contained herein.
 - 10.1.3. Failure to comply with any laws, rules, and ordinances applicable to the Contract Services provided under this Contract.

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

REQUEST FOR QUOTATION
CRFQ MIS2100000002
Temporary IT Staffing for WV DHHR and OMIS

10.1.4. Failure to remedy deficient performance upon request.

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

10.2.1. Immediate cancellation of the Contract.

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

10.2.3. Any other remedies available in law or equity.

11. MISCELLANEOUS:

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

Contract Manager: Joe Falascino
Telephone Number: 724-820-1840
Fax Number: 724-820-1829
Email Address: jfalascino@prqutolutions.com

GENERAL TERMS AND CONDITIONS:

1. CONTRACTUAL AGREEMENT: Issuance of a Award Document signed by the Purchasing Division Director, or his designee, and approved as to form by the Attorney General's office constitutes acceptance of this Contract made by and between the State of West Virginia and the Vendor. Vendor's signature on its bid signifies Vendor's agreement to be bound by and accept the terms and conditions contained in this Contract.

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

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

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

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

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

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

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

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

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

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

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

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

☒ **Term Contract**

Initial Contract Term: Initial Contract Term: This Contract becomes effective on _____ upon award _____ and extends for a period of one (1) year(s).

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

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

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

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

☐ **Fixed Period Contract with Renewals:** This Contract becomes effective upon Vendor's receipt of the notice to proceed and part of the Contract more fully described in the attached specifications must be completed within _____ days. Upon completion of the work covered by the preceding sentence, the vendor agrees that maintenance, monitoring, or warranty services will be provided for _____ year(s) thereafter.

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

☐ **Other:** See attached.

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

4. NOTICE TO PROCEED: Vendor shall begin performance of this Contract immediately upon receiving notice to proceed unless otherwise instructed by the Agency. Unless otherwise specified, the fully executed Award Document will be considered notice to proceed.

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

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

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

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

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

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

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

☐ **BID BOND (Construction Only):** Pursuant to the requirements contained in W. Va. Code § 5-22-1(c), All Vendors submitting a bid on a construction project shall furnish a valid bid bond in the amount of five percent (5%) of the total amount of the bid protecting the State of West Virginia. The bid bond must be submitted with the bid.

☐ **PERFORMANCE BOND:** The apparent successful Vendor shall provide a performance bond in the amount of 100% of the contract. The performance bond must be received by the Purchasing Division prior to Contract award.

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

☐ **LABOR/MATERIAL PAYMENT BOND:** The apparent successful Vendor shall provide a labor/material payment bond in the amount of 100% of the Contract value. The labor/material payment bond must be delivered to the Purchasing Division prior to Contract award.

In lieu of the Bid Bond, Performance Bond, and Labor/Material Payment Bond, the Vendor may provide certified checks, cashier's checks, or irrevocable letters of credit. Any certified check, cashier's check, or irrevocable letter of credit provided in lieu of a bond must be of the same amount and delivered on the same schedule as the bond it replaces. A letter of credit submitted in lieu of a performance and labor/material payment bond will only be allowed for projects under \$100,000. Personal or business checks are not acceptable. Notwithstanding the foregoing, West Virginia Code § 5-22-1 (d) mandates that a vendor provide a performance and labor/material payment bond for construction projects. Accordingly, substitutions for the performance and labor/material payment bonds for construction projects is not permitted.

☐ **MAINTENANCE BOND:** The apparent successful Vendor shall provide a two (2) year maintenance bond covering the roofing system. The maintenance bond must be issued and delivered to the Purchasing Division prior to Contract award.

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

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

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

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

Vendor must maintain:

- ☒ **Commercial General Liability Insurance** in at least an amount of: 1,000,000.00 per occurrence.
- ☒ **Automobile Liability Insurance** in at least an amount of: 1,000,000.00 per occurrence.
- ☐ **Professional/Malpractice/Errors and Omission Insurance** in at least an amount of: _____ per occurrence. Notwithstanding the forgoing, Vendor's are not required to list the State as an additional insured for this type of policy.
- ☐ **Commercial Crime and Third Party Fidelity Insurance** in an amount of: _____ per occurrence.
- ☐ **Cyber Liability Insurance** in an amount of: _____ per occurrence.
- ☐ **Builders Risk Insurance** in an amount equal to 100% of the amount of the Contract.
- ☐ **Pollution Insurance** in an amount of: _____ per occurrence.
- ☐ **Aircraft Liability** in an amount of: _____ per occurrence.
- ☒ **Workers Compensation \$1,000,000.00**
- ☒ *****STATE OF WEST VIRGINIA MUST BE LISTED AS AN ADDITIONAL INSURED ON INSURANCE CERTIFICATE**
- ☒ *****CERTIFICATE HOLDER SHOULD READ AS FOLLOWS:**
WV DHHR
PURCHASING
ONE DAVIS SQUARE, CHARLESTON, WV 25301
- ☐

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

Notwithstanding anything contained in this section to the contrary, the Director of the Purchasing Division reserves the right to waive the requirement that the State be named as an additional insured on one or more of the Vendor's insurance policies if the Director finds that doing so is in the State's best interest.

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

10. [Reserved]

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

☒ N/A _____ for _____

☐ Liquidated Damages Contained in the Specifications

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

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

14. PAYMENT IN ARREARS: Payment in advance is prohibited under this Contract. Payment may only be made after the delivery and acceptance of goods or services. The Vendor shall submit invoices, in arrears.

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

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

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

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

18. FUNDING: This Contract shall continue for the term stated herein, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise made available, this Contract becomes void and of no effect beginning on July 1 of the fiscal year for which funding has not been appropriated or otherwise made available.

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

20. TIME: Time is of the essence with regard to all matters of time and performance in this Contract.

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

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

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

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

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

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

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

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

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

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

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

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

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

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

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

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

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

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

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

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

34. VENDOR CERTIFICATIONS: By signing its bid or entering into this Contract, Vendor certifies (1) that its bid or offer was made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership, person or entity submitting a bid or offer for the same material, supplies, equipment or services; (2) that its bid or offer is in all respects fair and without collusion or fraud; (3) that this Contract is accepted or entered into without any prior understanding, agreement, or connection to any other entity that could be considered a violation of law; and (4) that it has reviewed this Solicitation in its entirety; understands the requirements, terms and conditions, and other information contained herein.

Vendor's signature on its bid or offer also affirms that neither it nor its representatives have any interest, nor shall acquire any interest, direct or indirect, which would compromise the performance of its services hereunder. Any such interests shall be promptly presented in detail to the Agency. The individual signing this bid or offer on behalf of Vendor certifies that he or she is authorized by the Vendor to execute this bid or offer or any documents related thereto on Vendor's behalf; that he or she is authorized to bind the Vendor in a contractual relationship; and that, to the best of his or her knowledge, the Vendor has properly registered with any State agency that may require registration.

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

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

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

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

37. PURCHASING AFFIDAVIT: In accordance with West Virginia Code §§ 5A-3-10a and 5-22-1(i), the State is prohibited from awarding a contract to any bidder that owes a debt to the State or a political subdivision of the State. Vendors are required to sign, notarize, and submit the Purchasing Affidavit to the Purchasing Division affirming under oath that it is not in default on any monetary obligation owed to the state or a political subdivision of the state.

38. ADDITIONAL AGENCY AND LOCAL GOVERNMENT USE: This Contract may be utilized by other agencies, spending units, and political subdivisions of the State of West Virginia; county, municipal, and other local government bodies; and school districts ("Other Government Entities"), provided that both the Other Government Entity and the Vendor agree. Any extension of this Contract to the aforementioned Other Government Entities must be on the same prices, terms, and conditions as those offered and agreed to in this Contract, provided that such extension is in compliance with the applicable laws, rules, and ordinances of the Other Government Entity. A refusal to extend this Contract to the Other Government Entities shall not impact or influence the award of this Contract in any manner.

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

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

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

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

41. BACKGROUND CHECK: In accordance with W. Va. Code § 15-2D-3, the Director of the Division of Protective Services shall require any service provider whose employees are regularly employed on the grounds or in the buildings of the Capitol complex or who have access to sensitive or critical information to submit to a fingerprint-based state and federal background inquiry through the state repository. The service provider is responsible for any costs associated with the fingerprint-based state and federal background inquiry.

After the contract for such services has been approved, but before any such employees are permitted to be on the grounds or in the buildings of the Capitol complex or have access to sensitive or critical information, the service provider shall submit a list of all persons who will be physically present and working at the Capitol complex to the Director of the Division of Protective Services for purposes of verifying compliance with this provision. The State reserves the right to prohibit a service provider's employees from accessing sensitive or critical information or to be present at the Capitol complex based upon results addressed from a criminal background check.

Revised 01/09/2020

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

Service providers should contact the West Virginia Division of Protective Services by phone at (304) 558-9911 for more information.

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

- a. "State Contract Project" means any erection or construction of, or any addition to, alteration of or other improvement to any building or structure, including, but not limited to, roads or highways, or the installation of any heating or cooling or ventilating plants or other equipment, or the supply of and materials for such projects, pursuant to a contract with the State of West Virginia for which bids were solicited on or after June 6, 2001.
- b. "Steel Products" means products rolled, formed, shaped, drawn, extruded, forged, cast, fabricated or otherwise similarly processed, or processed by a combination of two or more or such operations, from steel made by the open hearth, basic oxygen, electric furnace, Bessemer or other steel making process. The Purchasing Division Director may, in writing, authorize the use of foreign steel products if:
- c. The cost for each contract item used does not exceed one tenth of one percent (.1%) of the total contract cost or two thousand five hundred dollars (\$2,500.00), whichever is greater. For the purposes of this section, the cost is the value of the steel product as delivered to the project; or
- d. The Director of the Purchasing Division determines that specified steel materials are not produced in the United States in sufficient quantity or otherwise are not reasonably available to meet contract requirements.

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

The cost of domestic aluminum, glass, or steel products may be unreasonable if the cost is more than twenty percent (20%) of the bid or offered price for foreign made aluminum, glass, or steel products. If the domestic aluminum, glass or steel products to be supplied or produced in a

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

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

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

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

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

(FAX TRANSMISSION) To: 13045583970 From: 0000000000 Pages: 105

DESIGNATED CONTACT: Vendor appoints the individual identified in this Section as the Contract Administrator and the initial point of contact for matters relating to this Contract.

Joe Falascino, Controller
(Name, Title)
Joe Falascino, Controller
(Printed Name and Title)
629 E. Pike Street, Canonsburg, PA 15317
(Address)
(724) 820-1840 / (724) 820-1827
(Phone Number) / (Fax Number)
jfalascino@prequel-solutions.com
(email address)

CERTIFICATION AND SIGNATURE: By signing below, or submitting documentation through wvOASIS, I certify that I have reviewed this Solicitation in its entirety; that I understand the requirements, terms and conditions, and other information contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation for that product or service, unless otherwise stated herein; that the Vendor accepts the terms and conditions contained in the Solicitation, unless otherwise stated herein; that I am submitting this bid, offer or proposal for review and consideration; that I am authorized by the vendor to execute and submit this bid, offer, or proposal, or any documents related thereto on vendor's behalf; that I am authorized to bind the vendor in a contractual relationship; and that to the best of my knowledge, the vendor has properly registered with any State agency that may require registration.

Prequel Solutions, LLC
(Company)
Joe Falascino, Controller
(Authorized Signature) (Representative Name, Title)
Joe Falascino, Controller
(Printed Name and Title of Authorized Representative)
9/15/2020
(Date)
(724) 820-1840 / (724) 820-1827
(Phone Number) (Fax Number)

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: MIS2100000003

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 checked="" type="checkbox"/> Addendum No. 2	<input type="checkbox"/> Addendum No. 7
<input checked="" 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

WV PURCHASING
DIVISION

2020 SEP 17 PM 3:47

RECEIVED

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.

PREQUEL SOLUTIONS LLC

Company

Karen E. Jones

Authorized Signature

9-17-2020

Date

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

Revised 6/8/2012