



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

Header 4

List View

- General Information
- Contact
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- Document Information
- Clarification Request

Procurement Folder: 967422

SO Doc Code: CRFQ

Procurement Type: Central Master Agreement

SO Dept: 0210

Vendor ID: VS0000029911

SO Doc ID: ISC2200000009

Legal Name: Treinen Associates, Inc.

Published Date: 12/14/21

Alias/DBA: Treinen Associates, Inc.

Close Date: 12/21/21

Total Bid: \$385,000.00

Close Time: 13:30

Response Date: 12/20/2021

Status: Closed

Response Time: 18:53

Solicitation Description: Addendum #2 Program Management Services (OT22055)

Responded By User ID: BDCore

Total of Header Attachments: 4

First Name: Erica

Total of All Attachments: 4

Last Name: Van Ogle

Email: bdcore@treinen.com

Phone: 360-455-5168

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	4.1.1.1 Program Manager	500.00000	HOUR	220.000000	110000.00

Comm Code	Manufacturer	Specification	Model #
80101600			

Commodity Line Comments: *Assuming Delivery Days means days to submit a resource for this category.

Extended Description:

4.1.1.1 Program Manager

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
2	4.1.1.2 Engagement Manager	500.00000	HOUR	220.000000	110000.00

Comm Code	Manufacturer	Specification	Model #
80101600			

Commodity Line Comments: *Assuming Delivery Days means days to submit a resource for this category.

Extended Description:

4.1.1.2 Engagement Manager

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
3	4.1.1.3 Project Manager	500.00000	HOUR	180.000000	90000.00

Comm Code	Manufacturer	Specification	Model #
80101600			

Commodity Line Comments: *Assuming Delivery Days means days to submit a resource for this category.

Extended Description:

4.1.1.3 Project Manager

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
4	4.1.1.4 Support Staff	500.00000	HOUR	150.000000	75000.00

Comm Code	Manufacturer	Specification	Model #
80101600			

Commodity Line Comments: *Assuming Delivery Days means days to submit a resource for this category.

Extended Description:

4.1.1.4 Support Staff

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CRFQ ISC2200000009

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:

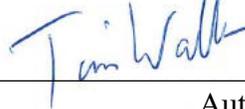
(Check the box next to each addendum received)

- | | |
|--|--|
| <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 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.

Treinen Associates, Inc.

Company



Authorized Signature

12/20/2021

Date

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

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: Treimen Associates, Inc.

Authorized Signature: William Treimen Date: 12/10/2021

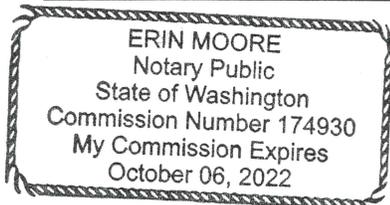
State of Washington

County of Thurston, to-wit:

Taken, subscribed, and sworn to before me this 10th day of December, 2021.

My Commission expires October 6th, 2022.

AFFIX SEAL HERE



NOTARY PUBLIC

Erin Moore Erin Moore

References

Overview of Treinen

Treinen Associates, Inc. (Treinen) provides Information Technology (IT) and professional Management Consulting services to state and local governments across the country. Founded in 2002, Treinen has completed over 110 projects for 32 different government agencies and programs in a variety of sectors including health and human services, licensing, taxation, regulatory, education and early learning, transportation, natural resources, public safety, financial management, and unemployment benefits. Treinen provides its clients with the following services:

- Project Management and setup of Project Management Offices (PMOs)
- Business, System and Technical Analysis
- Solution Acquisition Planning, Procurement, Evaluation and Selection Assistance
- Enterprise Architecture
- IT Research and Advisory Services
- Business Modeling, Workflow, Reengineering and Process Improvement
- Funding Analysis, Budgeting and Fiscal Requests from state and federal authorities
- Feasibility Studies and Readiness Assessments
- Organizational Change Management (OCM)
- Grant/Proposal Writing
- Vendor Management and Integration Management Services
- Application Development Services
- Test Planning, Support and Management

Treinen currently participates in more than 20 vendor pools or master services agreements (MSAs) used by state agencies for varying resource and project needs including program management, project management and support services. In fact, more than 50 percent of all Treinen's work over the last three years has come from these pre-established vendor pools, many similar to the state of West Virginia's Program Management Services. This experience has given us both the ability and know-how to quickly respond to and staff project requests that originate from these effective procurement avenues and an understanding of how to market our services to each state agency. On the next page are references from some of these projects, with whom Treinen has long-standing relationships.

Three Treinen References

Washington State Department of Licensing

Prorate & Fuel Tax Replacement System (BTM Phase 1) 10/1/2014 to 6/30/2015

Contact: Mr. Joshua Johnston, *former* Project Director, *currently* Deputy Director at Washington State Lottery

Phone: 360.810.2878

Email: joshua.johnston@walottery.com

The Washington State Department of Licensing's (DOL's) Prorate and Fuel Tax System (PRFT) replaced existing legacy systems with a commercial-off-the-shelf (COTS) solution, called GenTax, (provided by FAST Enterprises, Inc.) collecting over \$3B in revenue per biennium. Treinen provided expert-level project management services for the PRFT project. The project budget was \$7.4 million.

Washington Department of Revenue

Tax and Licensing Systems Replacement 8/15/2019 to 12/31/2020

Contact: Ms. Sheila Hadden, ATLAS Program Manager

Phone: 360.704.5880

Email: sheilah@dor.wa.gov

The Washington State Department of Revenue needed to replace its aging, legacy tax and business licensing systems with a modern Commercial-Off-the-Shelf (COTS) solution. With an agency project budget of more than \$80M, this was one of the largest and most complex projects in Washington State at the time. Treinen provided project management, business analysis, environments and release management, and technical services for various aspects of the project over the six-year phased implementation.

Washington Office of Superintendent of Public Instruction

F-195/F-200 Redesign Replacement 10/1/2019 to 5/31/2021

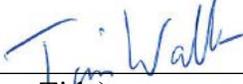
Contact: Mr. Steve Young, *former* CIO at OSPI, *currently* retired

Phone: 253.279.0117

Email: steve.young@1983.usna.com

In response to a state Supreme Court case known as the "McCleary Decision," and subsequent legislation, the Washington State Office of Superintendent of Public Instruction (OSPI) sought to redesign and replace the School Apportionment & Finance Services (SAFS) system, a suite of eight OSPI financial applications. As part of the Roadmap to replace all of the systems, Treinen was selected to provide project management, business analysis and testing services to replace the F-195 (District Budget System) and F-200 (Budget Revision System) SAFS subsystems. The total agency project budget was approximately \$2.1M.

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.



(Name, Title)

(Printed Name and Title)

(Address)

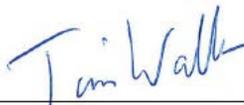
(Phone Number) / (Fax Number)

(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.

By signing below, I further certify that I understand this Contract is subject to the provisions of West Virginia Code § 5A-3-62, which automatically voids certain contract clauses that violate State law.

(Company)



(Authorized Signature) (Representative Name, Title)

(Printed Name and Title of Authorized Representative)

(Date)

(Phone Number) (Fax Number)

REQUEST FOR QUOTATION
Program Management Services (OT22055)

8.4 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: Erica Van Ogle, Director of Business Development
Telephone Number: (360) 402-8650
Fax Number: (360) 292-7484
Email Address: bdcore@treinen.com