



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.

Jump to: [FORMS](#) [Go](#)[Home](#) [Personalize](#) [Accessibility](#) [App Help](#) [About](#)

Welcome, Alisha S Pettit

[Procurement](#) [Budgeting](#) [Accounts Receivable](#) [Accounts Payable](#)**Solicitation Response(SR)** Dept: 0212 ID: ESR07152400000000356 Ver.: 1 Function: New Phase: Final Modified by batch , 07/16/2024

Header 1

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

Procurement Folder: 1453543

Procurement Type: Statewide MA (Open End)

Vendor ID: VS0000022449

Legal Name: ATHENA CONSULTING LLC

Alias/DBA: MELISSA PAPPAS

Total Bid: \$0.00

Response Date: 07/15/2024

Response Time: 16:38

Responded By User ID: Athena1

First Name: Brandon

Last Name: Pemble

Email: bpemble@athenaconsultin

Phone: 240-679-1923

SO Doc Code: CRFQ

SO Dept: 0212

SO Doc ID: SWC2400000006

Published Date: 7/11/24

Close Date: 7/16/24

Close Time: 13:30

Status: Closed

Solicitation Description: STATEWIDE CONTRACT -TEMPORARY
STAFFING SERVICES

Total of Header Attachments: 1

Total of All Attachments: 1



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

State of West Virginia
Solicitation Response

Proc Folder: 1453543
Solicitation Description: STATEWIDE CONTRACT -TEMPORARY STAFFING SERVICES
Proc Type: Statewide MA (Open End)

Solicitation Closes	Solicitation Response	Version
2024-07-16 13:30	SR 0212 ESR07152400000000356	1

VENDOR
VS0000022449
ATHENA CONSULTING LLC

Solicitation Number: CRFQ 0212 SWC2400000006
Total Bid: 0
Response Date: 2024-07-15
Response Time: 16:38:53
Comments:

FOR INFORMATION CONTACT THE BUYER
Mark A Atkins
(304) 558-2307
mark.a.atkins@wv.gov

Vendor
Signature X **FEIN#** **DATE**

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	TEMPORARY EMPLOYEE STAFFING SERVICES	0.00000	HOUR	0.000000	0.00

Comm Code	Manufacturer	Specification	Model #
80111600			

Commodity Line Comments:

Extended Description:

TEMPORARY EMPLOYEE STAFFING SERVICES:
 Note: Vendor must use Exhibit_A Pricing Page(s) for bid pricing and submit with bid.
 If vendor is submitting a bid online, Vendor should enter \$0.00 in the Oasis commodity line and attach the pricing page to their bid.

STATEWIDE COVERAGE:

Each Job Classification submitted will
be required for vendor to provide in all 55
counties throughout the State of West Virginia.

REQUEST FOR QUOTATION

CRFQ SWC2400000006

(CMA TEMP24)

Temporary Staffing Services

EXHIBIT_A

Classification	Worker Pay Rate	Withholding Rate	Overhead Rate	Total Rate*
Accounting Technician 2	\$ 24.00	\$ 1.84	\$ 4.17	\$ 30.01
Administrative Services Assistant 1	\$ 20.00	\$ 1.53	\$ 3.47	\$ 25.00
Administrative Services Assistant 2	\$ 22.00	\$ 1.69	\$ 3.82	\$ 27.51
Cook	\$ 17.00	\$ 1.31	\$ 2.95	\$ 21.26
Custodian	\$ 16.00	\$ 1.23	\$ 2.78	\$ 20.01
Data Entry Operator2	\$ 18.00	\$ 1.38	\$ 3.13	\$ 22.51
Executive Secretary	\$ 25.00	\$ 1.92	\$ 4.34	\$ 31.26
Groundskeeper	\$ 15.00	\$ 1.15	\$ 2.61	\$ 18.76
Health Service Worker	\$ 19.00	\$ 1.46	\$ 3.30	\$ 23.76
Laboratroy Assistant 3	\$ 22.50	\$ 1.73	\$ 3.91	\$ 28.14
Laborer	\$ 16.00	\$ 1.23	\$ 2.78	\$ 20.01
Mail Runner	\$ 18.00	\$ 1.38	\$ 3.13	\$ 22.51
Office Assistant 2	\$ 20.00	\$ 1.53	\$ 3.47	\$ 25.00
Office Assistant 3	\$ 22.00	\$ 1.69	\$ 3.82	\$ 27.51
Paralegal	\$ 24.00	\$ 1.84	\$ 4.17	\$ 30.01
Parking Attendant	\$ 15.00	\$ 1.15	\$ 2.61	\$ 18.76
Word Processor	\$ 18.00	\$ 1.38	\$ 3.13	\$ 22.51

* Vendor should enter their Worker Rate + Withholding Rate + Overhead Rate and the Total Rate box will automatically calculate.

Vendor Name: _____ ATHENA Consulting LLC
 Contact Person: _____ Ashley Notttfoff, Chief Delivery Officer
 Phone #:_ 301-687-2616 ext 136
 Fax #:_ 240-396-4110
 Email: _____ anotttfoff@athenaconsultingllc.com

Signature: _____



Date:

19-Jul-24

STATEWIDE

Please type or write Legibly