



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](http://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](http://WVPurchasing.gov) with any other vendor responses to this solicitation submitted to the Purchasing Division in hard copy format.

Header @ 1

List View

General Information | Contact | Default Values | Discount | Document Information | Clarification Request

Procurement Folder: 1897869

Procurement Type: Central Master Agreement

Vendor ID: VS0000038352

Legal Name: HEALTH ADVOCATES NETWORK INC

Alias/DBA:

Total Bid: \$304,346.00

Response Date: 03/02/2026

Response Time: 20:29

Responded By User ID: hanstaff1

First Name: Aby

Last Name: Mamboleo

Email: contracts@hanstaff.com

Phone: 800-928-5561

SO Doc Code: CRFQ

SO Dept: 0403

SO Doc ID: DBS2600000009

Published Date: 2/19/26

Close Date: 3/3/26

Close Time: 13:30

Status: Closed

Solicitation Description: Nursing Services

Total of Header Attachments: 1

Total of All Attachments: 1



Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	RN BSN Nursing Services - Day Shift (8:00am - 4:00pm) M-F	200.00000	EA	88.000000	17600.00

Comm Code	Manufacturer	Specification	Model #
85101601			

**Commodity Line Comments:**

**Extended Description:**

Nursing Services - Day Shift (8:00am - 4:00pm) M-F  
Hours are estimated quantities for bidding and evaluation purposes only. Hours are not guaranteed and may be more or less.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
2	RN BSN Nursing Services - Evening Shift (4:00pm - 12:00am)	200.00000	EA	88.000000	17600.00

Comm Code	Manufacturer	Specification	Model #
85101601			

**Commodity Line Comments:**

**Extended Description:**

Nursing Services - Evening Shift (4:00pm - 12:00am) M-F  
Hours are estimated quantities for bidding and evaluation purposes only. Hours are not guaranteed and may be more or less.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
3	RN BSN Nursing Services - Overnight (12:00am - 8:00am) M-F	200.00000	EA	91.000000	18200.00

Comm Code	Manufacturer	Specification	Model #
85101601			

**Commodity Line Comments:**

**Extended Description:**

Nursing Services - Overnight (12:00am - 8:00am) M-F  
Hours are estimated quantities for bidding and evaluation purposes only. Hours are not guaranteed and may be more or less.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
4	RN BSN Weekend Shift up to 12 hours Sat & Sun	200.00000	EA	91.000000	18200.00

Comm Code	Manufacturer	Specification	Model #
85101601			

**Commodity Line Comments:**

**Extended Description:**

Nursing Services - Weekend Shift (up to 12 hr shift) Saturday & Sunday.  
Hours are estimated quantities for bidding and evaluation purposes only. Hours are not guaranteed and may be more or less.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
5	RN BSN Nursing Services - Overtime	200.00000	EA	132.000000	26400.00

Comm Code	Manufacturer	Specification	Model #
85101601			

**Commodity Line Comments:****Extended Description:**

Nursing Services - Overtime

Hours are estimated quantities for bidding and evaluation purposes only. Hours are not guaranteed and may be more or less.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
6	RN BSN Nursing Services - Holiday	200.00000	EA	132.000000	26400.00

Comm Code	Manufacturer	Specification	Model #
85101601			

**Commodity Line Comments:****Extended Description:**

Nursing Services - Holiday

Hours are estimated quantities for bidding and evaluation purposes only. Hours are not guaranteed and may be more or less.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
7	RN Nursing Services - Day Shift (8:00am - 4:00pm)	200.00000	EA	77.000000	15400.00

Comm Code	Manufacturer	Specification	Model #
85101601			

**Commodity Line Comments:****Extended Description:**

Nursing Services - Day Shift (8:00am - 4:00pm) M-F

Hours are estimated quantities for bidding and evaluation purposes only. Hours are not guaranteed and may be more or less.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
8	RN Nursing Services - Evening Shift (4:00pm - 12:00am)	200.00000	EA	77.000000	15400.00

Comm Code	Manufacturer	Specification	Model #
85101601			

**Commodity Line Comments:****Extended Description:**

Nursing Services - Evening Shift (4:00pm - 12:00am) M-F

Hours are estimated quantities for bidding and evaluation purposes only. Hours are not guaranteed and may be more or less.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
9	RN Nursing Services - Overnight (12:00am - 8:00am) M-F	200.00000	EA	80.000000	16000.00

Comm Code	Manufacturer	Specification	Model #
85101601			

**Commodity Line Comments:****Extended Description:**

Nursing Services - Overnight (12:00am - 8:00am) M-F

Hours are estimated quantities for bidding and evaluation purposes only. Hours are not guaranteed and may be more or less.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
10	RN Weekend Shift up to 12 hours Sat & Sun	200.00000	EA	80.000000	16000.00

Comm Code	Manufacturer	Specification	Model #
85101601			

**Commodity Line Comments:**

**Extended Description:**

Nursing Services - Weekend Shift (up to 12 hr shift) Saturday & Sunday.  
Hours are estimated quantities for bidding and evaluation purposes only. Hours are not guaranteed and may be more or less.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
11	RN Nursing Services - Overtime	200.00000	EA	115.500000	23100.00

Comm Code	Manufacturer	Specification	Model #
85101601			

**Commodity Line Comments:**

**Extended Description:**

Nursing Services - Overtime  
Hours are estimated quantities for bidding and evaluation purposes only. Hours are not guaranteed and may be more or less.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
12	RN Nursing Services - Holiday	200.00000	EA	114.730000	22946.00

Comm Code	Manufacturer	Specification	Model #
85101601			

**Commodity Line Comments:**

**Extended Description:**

Nursing Services - Holiday  
Hours are estimated quantities for bidding and evaluation purposes only. Hours are not guaranteed and may be more or less.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
13	LPN Nursing Services - Day Shift (8:00am - 4:00pm)	200.00000	EA	50.000000	10000.00

Comm Code	Manufacturer	Specification	Model #
85101601			

**Commodity Line Comments:**

**Extended Description:**

Nursing Services - Day Shift (8:00am - 4:00pm) M-F  
Hours are estimated quantities for bidding and evaluation purposes only. Hours are not guaranteed and may be more or less.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
14	LPN Nursing Services - Evening Shift (4:00pm - 12:00am)	200.00000	EA	50.000000	10000.00

Comm Code	Manufacturer	Specification	Model #
85101601			

**Commodity Line Comments:**

**Extended Description:**

Nursing Services - Evening Shift (4:00pm - 12:00am) M-F  
Hours are estimated quantities for bidding and evaluation purposes only. Hours are not guaranteed and may be more or less.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
15	LPN Nursing Services - Overnight (12:00am - 8:00am) M-F	200.00000	EA	53.000000	10600.00

Comm Code	Manufacturer	Specification	Model #
85101601			

**Commodity Line Comments:**

**Extended Description:**

Nursing Services - Overnight (12:00am - 8:00am) M-F  
Hours are estimated quantities for bidding and evaluation purposes only. Hours are not guaranteed and may be more or less.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
16	LPN Weekend Shift up to 12 hours Sat & Sun	200.00000	EA	53.000000	10600.00

Comm Code	Manufacturer	Specification	Model #
85101601			

**Commodity Line Comments:**

**Extended Description:**

Nursing Services - Weekend Shift (up to 12 hr shift) Saturday & Sunday.  
Hours are estimated quantities for bidding and evaluation purposes only. Hours are not guaranteed and may be more or less.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
17	LPN Nursing Services - Overtime	200.00000	EA	75.000000	15000.00

Comm Code	Manufacturer	Specification	Model #
85101601			

**Commodity Line Comments:**

**Extended Description:**

Nursing Services - Overtime  
Hours are estimated quantities for bidding and evaluation purposes only. Hours are not guaranteed and may be more or less.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
18	LPN Nursing Services - Holiday	200.00000	EA	74.500000	14900.00

Comm Code	Manufacturer	Specification	Model #
85101601			

**Commodity Line Comments:**

**Extended Description:**

Nursing Services - Holiday  
Hours are estimated quantities for bidding and evaluation purposes only. Hours are not guaranteed and may be more or less.



**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.

(Printed Name and Title) Aby Mamboleo- Branch Director

(Address) 100 N Barranca St. Suite 430 West Covina, CA 91791

(Phone Number) / (Fax Number) Phone no: 800-928-5561 Fax: 877-858-6263

(email address) contracts@hanstaff.com

**CERTIFICATION AND SIGNATURE:** By signing below, or submitting documentation through WYOASIS, I certify that: I have reviewed this Solicitation/Contract 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/Contract 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 this bid or offer was made without prior understanding, agreement, or connection with any entity submitting a bid or offer for the same material, supplies, equipment or services; that this bid or offer is in all respects fair and without collusion or fraud; 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; 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; and that pursuant to W. Va. Code 5A-3-63, the entity entering into this contract is prohibited from engaging in a boycott against Israel.

Health Advocates Network inc. DBA Staff Today

(Company) \_\_\_\_\_



(Signature of Authorized Representative) \_\_\_\_\_

Aby Mamboleo- Branch Director 03/02/2026

(Printed Name and Title of Authorized Representative) (Date) \_\_\_\_\_

Phone no: 800-928-5561 Fax: 877-858-6263

(Phone Number) (Fax Number) \_\_\_\_\_

contracts@hanstaff.com

(Email Address) \_\_\_\_\_

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

**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 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.

Health Advocates Network inc. DBA Staff Today

\_\_\_\_\_  
**Company**



\_\_\_\_\_  
**Authorized Signature**

03/02/2026

\_\_\_\_\_  
**Date**

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

**REQUEST FOR QUOTATION**  
**Nursing Services**

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**SPECIFICATIONS**

- 1. PURPOSE AND SCOPE:** The West Virginia Department of Education is soliciting bids on behalf of West Virginia Schools for the Deaf and the Blind (WVSDB) to establish an open-end contract for services to provide comprehensive nursing services of assessment, and promotion and maintenance of health for students enrolled at the West Virginia Schools for the Deaf and the Blind (WVSDB), located in Romney, WV.

The West Virginia Schools for the Deaf and the Blind house approximately 40 students on a full-time basis. Nursing services are needed M-F for eight (8) hour shifts - day shift (8:00am – 4:00pm), evening shift (4:00pm – 12:00am) and night shift (12:00am – 8:00am); and some weekends (Sat & Sun) for up to 12 hours shifts. Exhibit A is attached.

THIS SHALL BE AN OPEN-END MULTIPLE AWARD.

- 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 Item” or “Contract Items”** means the list of items identified in Section 3.1 below and on the Pricing Pages.
- 2.2 “Pricing Page”** means the schedule of prices, estimated order quantity, and totals attached hereto as Exhibit A and used to evaluate the RFQ.
- 2.3 “Solicitation”** means the official notice of an opportunity to supply the state with goods or services that is published by the West Virginia Department of Education.
- 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 Nursing Services:**

- 3.1.1** Vendor assigned registered nursing staff with Bachelor of Science in Nursing must:
- 3.1.1.1** Hold a license to practice as a registered nurse in West Virginia.
  - 3.1.1.2** Have Bachelor of Science in Nursing (BSN) degree.
  - 3.1.1.3** Criminal background check conducted pursuant to WV Code §18-5-15c and/or §18A-3-10, as appropriate.
  - 3.1.1.4** Minimum of three years of clinical experience working with children, adolescents and families as a registered nurse.
  - 3.1.1.5** Have knowledge of pediatric growth and development, family and group dynamics, and public health science including epidemiology and levels of prevention and wellness.

## REQUEST FOR QUOTATION

### Nursing Services

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- 3.1.2** Vendor assigned registered nursing staff must:
- 3.1.2.1** Hold a license to practice as a registered nurse in West Virginia.
  - 3.1.2.2** Criminal background check conducted pursuant to WV Code §18-5-15c and/or §18A-3-10, as appropriate.
  - 3.1.2.3** Minimum of three years of clinical experience working with children, adolescents and families as a registered nurse.
  - 3.1.2.4** Have knowledge of pediatric growth and development, family and group dynamics, and public health science including epidemiology and levels of prevention and wellness.
- 3.1.3** Vendor assigned licensed practical nursing staff must:
- 3.1.3.1** Hold a license to practice as a licensed practical nurse in West Virginia.
  - 3.1.3.2** Criminal background check conducted pursuant to WV Code §18-5-15c and/or §18A-3-10, as appropriate.
  - 3.1.3.3** Minimum of three years of clinical experience working with children, adolescents and families as a licensed practical nurse.
  - 3.1.3.4** Have knowledge of pediatric growth and development, family and group dynamics, and public health science including epidemiology and levels of prevention and wellness.
- 3.1.4** Vendor must provide any documentation requested by the State to assist in confirmation of compliance with this provision. References, documentation, or other information to confirm compliance with this experience requirement may be requested after bid opening and prior to contract award.
- 3.1.5** The successful Vendor must be a company in good standing with a history of providing nursing services for a minimum of three (3) years.
- 3.1.6** 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/elaws/esa/flsa/docs/contractors.asp>

Prior to utilizing the services available under this contract, the Agency and vendor 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

## REQUEST FOR QUOTATION

### Nursing Services

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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 the Agency and vendor 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. GENERAL REQUIREMENTS:

**4.1 Contract Items and Mandatory Requirements:** Vendor shall provide Agency with the Contract Items/Services listed below on an open-end and continuing basis. Contract services must meet or exceed the mandatory requirements as shown below.

Services are typically scheduled Monday through Sunday, as needed, between the hours of 8:00 am and 7:50 am E.T. (24 hours, 7 days per week, as needed). The WVSDDB has a specific need for evening and overnight shifts during the week and on weekends. Occasional need may be needed for day shift coverage.

**Nursing Responsibilities:** Nurses must provide nursing services during the scheduled hours. Assigned nurse(s):

- 4.1.1 Provides direct services to students in support of health and wellness, as well as crisis intervention for sudden illness, injury, emotional disturbances and other emergency situations as necessary.
- 4.1.2 Checks all in-patients at the Health Services Department.
- 4.1.3 Reviews previous 24 hours for new orders and any other relevant data regarding student care plans.
- 4.1.4 Evaluates health needs of students and creates plans to meet those needs.
- 4.1.5 Schedules and assists with physical examinations performed in the Health Services Department.
- 4.1.6 Participates in prescribed medical regimen by preparing, assisting, and providing follow-up care to students undergoing diagnostic or therapeutic procedures.
- 4.1.7 Assists with medical care: medications, injections, food preparation, feeding problems, and personal hygiene.
- 4.1.8 Prepares daily census report.
- 4.1.9 Arranges clinic and/or doctor's appointments, as well as arranges transportation for students to hospital for tests or examinations.
- 4.1.10 Provides follow-up on all clinic and Child Study Center recommendations.
- 4.1.11 Ensures student's continuing care needs through appropriate use of referrals.
- 4.1.12 Communicates with and transfers information to appropriate staff members regarding special needs or problems of students.
- 4.1.13 Completes physician's call sheet when/if they make rounds.
- 4.1.14 Schedules those students who need to see physician.

## REQUEST FOR QUOTATION

### Nursing Services

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- 4.1.15 Accompanies students, when needed, during transportation.
- 4.1.16 Assists with medical care during transportation of students for homegoing or return to school.
- 4.1.17 Reviews records on prospective students for completion of immunization requirements, medical history and pertinent evaluations.
- 4.1.18 Keeps up-to-date information on medical coverage for all students (insurance, medical card, etc.).
- 4.1.19 Counsels or confers with individual students on referral or at student's request.
- 4.1.20 Responsible for maintaining accurate and complete student medical records as custodian of all medical records, in accordance with school policies governing confidentiality of student information. Maintains accurate and up-to-date student medical records in electronic format on WVEIS.
- 4.1.21 Inventories, stocks, and records all medications and medical supplies in accordance with school policies, federal and state regulations.
- 4.1.22 Attends general staff meetings as requested.
- 4.1.23 Provides or assists with staff professional development, in-services and various health-related requirements for employment.
- 4.1.24 Maintains current RN or LPN licensure.
- 4.1.25 Serves on campus Wellness Committee.
- 4.1.26 Provides reports to immediate supervisor and/or Superintendent regarding the activities of this department.
- 4.1.27 Other related duties and responsibilities as assigned.

#### 4.2 DELIVERABLES:

**4.2.1. Contract Items and Mandatory Deliverable Requirements:** Vendor shall provide Agency with the Contract Items/Service Deliverables on an open-end and continuing basis. Contract services must meet or exceed the mandatory requirements as shown below.

**4.2.2.** Vendor must submit resumes for all potential applicants within five (5) business days of the request. Selected applicants **MUST** attend pre-training with specific days and times provided to the vendor.

If successful Vendor is unable to submit valid resumes for applicants interested in the work assignment at WVSDB by the required date, this will be grounds to move to the next vendor.

**4.2.3.** Selected nurses must have attended pre-training (4.2.2). The selected nurses will retain services for a minimum of six (6) weeks based on staffing needs when students are present.

**4.2.4.** If the Vendor needs to replace nurses for any reason, Vendor must notify school and submit resume(s) for replacement nurses within 2 weeks prior to leave, if possible. New nurses must attend pre-training before work can begin.

**4.2.5.** The successful Vendor must ensure continuous coverage during the school year based on the annual school calendar. Calendar available at:  
<https://www.wvsdb2.state.k12.wv.us/page/school-calendar>

**REQUEST FOR QUOTATION**  
**Nursing Services**

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**5. CONTRACT AWARD:**

- 5.1 Contract Award:** The Contract is intended to provide the WV Schools for the Deaf and the Blind with a purchase price for the Contract Services. The Contract shall be awarded to the Vendor(s) that provide the Contract Services meeting the required specifications for the lowest overall total bid amount as shown on the Pricing Section.

**Award will be a maximum of three (3) contracts. The vendor selection method will be based on the lowest bid vendor first, if this vendor does not have available nurses at time of request, then the next lowest bidder will be selected.**

- 5.2 Pricing Page:** 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. Vendor should complete the Pricing Pages by providing the **vendor's hourly rate**. The hourly rate is inclusive of all associated costs, including any travel or other expenses.

Vendor should type or electronically enter the information into the Pricing Pages through wvOASIS, if available, or as an electronic document.

Vendors who wish to respond to the Request for Quotation (CRFQ) online may submit information through the State's wvOASIS Vendor Self Service (VSS). Vendor should download the attached Exhibit A, Pricing Page that is attached separately to the CRFQ and published in wvOASIS. Vendors must complete this form with their price information and include it as an attachment to their online response.

If unable to respond online, Vendor must submit the Exhibit A – Pricing Pages with your bid prior to the scheduled bid opening date.

- 6. Performance:** Vendor and Agency shall agree upon a schedule for performance of the contract services and contract services deliverables, unless such a schedule is already included herein by the Agency.
- 7. Payment:** WVSDB shall pay for services on a monthly basis as invoiced in arrears as shown on the Pricing Page, 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, living expenses and travel costs**, including travel time associated with performance of this contract. Any anticipated mileage or travel costs may be included in the hourly rate listed on the Vendor's bid, but such costs **will not be paid** by the WVSDB separately.

**REQUEST FOR QUOTATION**  
**Nursing Services**

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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 contract services.

9.2 Vendor will be responsible for controlling cards and keys and will pay replacement fee if the cards or keys become lost, misplaced, or stolen.

9.3 Vendor shall notify WVSDB immediately of any lost, stolen, or missing cards or keys.

9.4 Anyone performing under the contract will be subject to Agency's security protocol and procedures.

9.5 Vendor shall inform all staff of WVSDB'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 provide 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.

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 this 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.

**REQUEST FOR QUOTATION**  
**Nursing Services**

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**Contract Manager:** Aby Mamboleo

**Vendor's Address:** 100 N Barranca St. Suite 430  
West Covina, CA  
91791

**Telephone Number:** 800-928-5561

**Email Address:** contracts@hanstaff.com

West Virginia Schools for the Deaf and the Blind  
Nursing Services  
Exhibit A Pricing Sheet

<u>Description</u>	<u>Unit of Measure</u>	<u>Unit Cost</u>	<u>Estimated Quantities</u>	<u>Extended Cost</u>
<b>RN-BSN</b>				
Nursing Services - Day Shift (8:00am - 4:00pm) M-F	Per Hour	\$ 88.00	200	\$ 17,600 -
Nursing Services - Evening Shift (4:00pm - 12:00am) M-F	Per Hour	\$ 88.00	200	\$ 17,600 -
Nursing Services - Overnight Shift (12:00am - 8:00am) M-F	Per Hour	\$ 91.00	200	\$ 18,200 -
Nursing Services - Weekend Shift (up to 12 hours) Saturday and Sunday	Per Hour	\$ 91.00	200	\$ 18,200 -
Nursing Services - Overtime	Per Hour	\$ 132.00	200	\$ 26,400 -
Nursing Services - Holiday	Per Hour	\$ 132.00	200	\$ 26,400 -

<b>RN</b>				
Nursing Services - Day Shift (8:00am - 4:00pm) M-F	Per Hour	\$ 77.00	200	\$ 15,400 -
Nursing Services - Evening Shift (4:00pm - 12:00am) M-F	Per Hour	\$ 77.00	200	\$ 15,400 -
Nursing Services - Overnight Shift (12:00am - 8:00am) M-F	Per Hour	\$ 80.00	200	\$ 16,000 -
Nursing Services - Weekend Shift (up to 12 hours) Saturday and Sunday	Per Hour	\$ 80.00	200	\$ 16,000 -
Nursing Services - Overtime	Per Hour	\$ 115.50	200	\$ 23,100 -
Nursing Services - Holiday	Per Hour	\$ 114.73	200	\$ 22,946 -

<b>LPN</b>				
Nursing Services - Day Shift (8:00am - 4:00pm) M-F	Per Hour	\$ 50.00	200	\$ 10,000 -
Nursing Services - Evening Shift (4:00pm - 12:00am) M-F	Per Hour	\$ 50.00	200	\$ 10,000 -
Nursing Services - Overnight Shift (12:00am - 8:00am) M-F	Per Hour	\$ 53.00	200	\$ 10,600 -
Nursing Services - Weekend Shift (up to 12 hours) Saturday and Sunday	Per Hour	\$ 53.00	200	\$ 10,600 -
Nursing Services - Overtime	Per Hour	\$ 75.00	200	\$ 15,000 -
Nursing Services - Holiday	Per Hour	\$ 74.50	200	\$ 14,900 -

Total \$ 303,346 -