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Header 1

List View

- General Information**
- Contact
- Default Values
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- Document Information
- Clarification Request

Procurement Folder: 1886131

Procurement Type: Central Master Agreement

Vendor ID: VS0000039381

Legal Name: INTERNATIONAL SOFTWARE SYSTEMS INC

Alias/DBA:

Total Bid: \$1,371.00

Response Date: 04/14/2026

Response Time: 12:12

Responded By User ID: BDGroup

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Status: Closed

Solicitation Description: WVDOT IT Temporary Staffing Services (81260081)

Total of Header Attachments: 1

Total of All Attachments: 1

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	Senior Mainframe Application Analyst				96.00

Comm Code	Manufacturer	Specification	Model #
80111609			

Commodity Line Comments: The proposed hourly rate is for the base year. (Year 1)

Extended Description:

Senior Mainframe Application Analyst

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
2	Mainframe Application Analyst				85.00

Comm Code	Manufacturer	Specification	Model #
80111609			

Commodity Line Comments: The proposed hourly rate is for the base year. (Year 1)

Extended Description:

Mainframe Application Analyst

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
3	Senior Application Oracle Database Administrator				99.00

Comm Code	Manufacturer	Specification	Model #
80111609			

Commodity Line Comments: The proposed hourly rate is for the base year. (Year 1)

Extended Description:

Senior Application Oracle Database Administrator

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
4	Application Oracle Database Administrator				92.00

Comm Code	Manufacturer	Specification	Model #
80111609			

Commodity Line Comments: The proposed hourly rate is for the base year. (Year 1)

Extended Description:

Application Oracle Database Administrator

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
5	Senior Application DB2 Database Administrator				99.00

Comm Code	Manufacturer	Specification	Model #
80111609			

Commodity Line Comments: The proposed hourly rate is for the base year. (Year 1)

Extended Description:

Senior Application DB2 Database Administrator

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
6	Application DB2 Database Administrator				91.00

Comm Code	Manufacturer	Specification	Model #
80111609			

Commodity Line Comments: The proposed hourly rate is for the base year. (Year 1)

Extended Description:

Application DB2 Database Administrator

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
7	PC Programmer Analyst				81.00

Comm Code	Manufacturer	Specification	Model #
80111609			

Commodity Line Comments: The proposed hourly rate is for the base year. (Year 1)

Extended Description:

PC Programmer Analyst

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
8	Senior PC Programmer Analyst				93.00

Comm Code	Manufacturer	Specification	Model #
80111609			

Commodity Line Comments: The proposed hourly rate is for the base year. (Year 1)

Extended Description:

Senior PC Programmer Analyst

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
9	Application SQL Server Database Administrator				88.00

Comm Code	Manufacturer	Specification	Model #
80111609			

Commodity Line Comments: The proposed hourly rate is for the base year. (Year 1)

Extended Description:

Application SQL Server Database Administrator

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
10	Senior Application Oracle Server Database Administrator				97.00

Comm Code	Manufacturer	Specification	Model #
80111609			

Commodity Line Comments: The proposed hourly rate is for the base year. (Year 1)

Extended Description:

Senior Application Oracle Server Database Administrator

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
11	GIS Database Administrator				82.00

Comm Code	Manufacturer	Specification	Model #
80111609			

Commodity Line Comments: The proposed hourly rate is for the base year. (Year 1)

Extended Description:

GIS Database Administrator

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
12	Senior GIS Database Administrator				91.00

Comm Code	Manufacturer	Specification	Model #
80111609			

Commodity Line Comments: The proposed hourly rate is for the base year. (Year 1)

Extended Description:

Senior GIS Database Administrator

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
13	GIS Architect				99.00

Comm Code	Manufacturer	Specification	Model #
80111609			

Commodity Line Comments: The proposed hourly rate is for the base year. (Year 1)

Extended Description:

GIS Architect

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
14	GIS Application Developer				85.00

Comm Code	Manufacturer	Specification	Model #
80111609			

Commodity Line Comments: The proposed hourly rate is for the base year. (Year 1)

Extended Description:

GIS Application Developer

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
15	Senior GIS Application Developer				93.00

Comm Code	Manufacturer	Specification	Model #
80111609			

Commodity Line Comments: The proposed hourly rate is for the base year. (Year 1)

Extended Description:

Senior GIS Application Developer



West Virginia Department of Transportation (WVDOT)

**WVDOT Information Technology Temporary
Staffing Services (81260081)**

Solicitation No.: CRFQ 0803 DOT2600000079

Date Submitted: Tuesday, April 14, 2026

RFQ Response

Submitted by:

Mr. Bhaskar Ganti
President/CEO
International Software Systems, Inc.
7337 Hanover Parkway, Suite A
Greenbelt, MD 20770
301-886-8900
bdgroup@issi-software.com

Submitted to:

Mr. John W. Estep
Department of Administration
Purchasing Division 2019
Washington Street East
Charleston, WV 25305-0130
304-558-2566
john.w.estep@wv.gov

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A. Cover Letter

To,
Mr. John W. Estep,
The West Virginia Purchasing Division
304-558-2566
john.w.estep@wv.gov

April 14, 2026

Dear Mr. Estep,

International Software Systems, Inc. (ISSI) is pleased to submit this proposal in response to the Information Technology Temporary Technical Staffing Services RFQ issued by the West Virginia Department of Transportation.

Based in Greenbelt, Maryland, ISSI is a recognized leader in IT services with over 30 years of experience delivering reliable and high-quality technology expertise. We hold internationally accredited certifications, including ISO 9001:2015 for Quality Management, ISO 27001:2022 for Information Security, and CMMI Level III for Development. Leveraging industry best practices, advanced technologies, and proven methodologies, ISSI effectively addresses complex technical and business challenges while delivering scalable, secure, and dependable solutions.

ISSI offers extensive expertise in delivering tailored IT solutions using Agile practices and modern cloud platforms such as Microsoft Azure and Amazon Web Services (AWS). Our capabilities span IT staff augmentation, strategic advisory services, and end-to-end IT support for Federal, State, County, and commercial clients. This diverse experience has positioned ISSI as a reliable and trusted partner across multiple industries.

Our recruitment division is comprised of 15 skilled technical recruiters serving 15 U.S. markets, supported by a proprietary database of more than 10,000 pre-qualified candidates. Through our IT services and staffing engagements, ISSI has successfully supported organizations including the Social Security Administration, Library of Congress, Environmental Protection Agency, Leidos, Food and Drug Administration, Maryland Department of Health, Maryland Judiciary, Maryland Department of the Environment, Maryland Insurance Administration, Dallas Area Rapid Transit, Institute of Building Technology and Safety, and Prince George's County Council, Maryland.

ISSI employs a structured and effective workforce management approach across all IT engagements, built on five key pillars: workforce planning, talent acquisition, onboarding and training, performance monitoring, and transition management. Our recruitment strategy emphasizes strong relationships, transparent communication, and continuous professional development, resulting in high retention rates and consistent delivery success.

With our extensive experience in software development and IT services, strong staffing capabilities, and proven ability to source and deploy highly qualified professionals, ISSI is

well-positioned to support and enhance the mission of the West Virginia Department of Transportation.

ISSI understands that if ISSI wins this award and if the resulting contract is worth \$1 million or more, we need to disclose any “interested parties” to the agency before the start of the contract work. If any new or different interested parties come up, either during or after the contract, ISSI shall report them to the agency within 30 days.

Sincerely,



Mr. Bhaskar Ganti
President/ CEO

B. ISSI's Understanding of Requirements

ISSI understands that the West Virginia Purchasing Division, on behalf of the West Virginia Department of Transportation (WVDOT), is seeking qualified vendors to establish multiple open-ended contracts for Information Technology (IT) temporary technical staffing services. The primary objective of this RFQ is to provide WVDOT with on-demand access to skilled IT professionals across 15 defined position classifications, spanning mainframe, database administration (Oracle, DB2, SQL Server), PC programming, and GIS disciplines, both standard and senior levels.

ISSI further understands that the contracted resources will be responsible for developing modifications and enhancements to existing computer systems, providing technical training and mentorship to State analysts, offering shadowing opportunities, and delivering other IT support tasks as defined by the end-user agency through individual Delivery Orders. These services must be available to all entities within WVDOT, with work primarily concentrated in the metro-Charleston, WV area, though resources may be deployed anywhere across the State of West Virginia, as needed.

From a technical environment standpoint, ISSI recognizes that WVDOT manages a diverse portfolio of systems operating across multiple platforms, including Mainframe environments with DB2 and VSAM, as well as client-server environments leveraging Visual Studio, Microsoft SQL Server, and Oracle databases.

C. RFQ Section 3: Qualifications

C.1 RFQ Section 3.1

ISSI fully meets and substantially exceeds the minimum five-year business experience requirement outlined in this RFQ. Founded in 1995, over 30 years ago, ISSI has maintained a continuous and focused practice in information technology staffing and technical consulting services, making IT staff augmentation a core and primary capability of the company's public-



sector contracting portfolio. Headquartered in Greenbelt, Maryland, with additional offices in Irving, Texas, and Jacksonville, Florida, ISSI has grown into an established and nationally recognized IT services firm with a demonstrated history of delivering scalable, compliance-driven staffing solutions to the public sector.

Over the course of three decades, ISSI has delivered IT staffing and professional services to more than 100 federal, state, and local government agencies, accumulating over \$200 million in staff augmentation services across these engagements. At the federal level, ISSI's client portfolio includes the Social Security Administration (SSA), U.S. Environmental Protection Agency (EPA), Food and Drug Administration (FDA), Department of Defense Education Activity (DoDEA), National Institutes of Health (NIH), Department of Energy (DOE), Centers for Medicare & Medicaid Services (CMS), United States Department of Agriculture (USDA), U.S. Census Bureau, Library of Congress, and Department of the Navy, among others. These engagements have spanned providing talent supporting application development, database management, systems modernization, infrastructure operations, cybersecurity programs, GIS support, and regulatory systems.

At the state level, ISSI has supported agencies including the Maryland Department of Health (MDH), Maryland Department of the Environment (MDE), Maryland Insurance Administration (MIA), and the Maryland Judiciary, providing Application Developers, Database Administrators, Systems Analysts, Infrastructure Engineers, GIS Technicians, Network Administrators, Web Developers, and Project Managers in support of system modernization, integration initiatives, and enterprise IT operations. ISSI has further extended its public-sector reach to local and regional entities, including Dallas Area Rapid Transit (DART), the University of Maryland Baltimore (UMB), and Prince George's County, Maryland.

ISSI's sustained performance across this breadth of public-sector engagements reflects not only longevity but a proven and mature delivery model. The company maintains a workforce of 200+ employees and consultants, a recruiting team of 15 specialized professionals operating across 15 U.S. markets, and a proprietary database of over 10,000 pre-qualified IT candidates. This talent acquisition infrastructure enables ISSI to typically provide candidate submissions within *24 to 48 hours*, while maintaining an employee retention rate of approximately 89%, ensuring workforce stability and continuity of service across long-term government assignments.

ISSI also holds an extensive portfolio of contract vehicles across federal, state, and institutional procurement environments, including GSA MAS, FAA eFAST, SeaPort-NxG, MHBE IT IDIQ, Maryland Statewide Agile Resources and Teams, California CMAS IT, Florida IT Staff Augmentation IDIQ, and UMGC IT Staff Augmentation, further affirming the company's established standing and consistent ability to operate within diverse government procurement frameworks.

Additionally, ISSI is licensed and in good standing with any and all state and local laws and requirements by any state or local agency of the State of West Virginia. As formal documentation of ISSI's business standing and longevity, we are submitting ISSI's Articles of Incorporation receipt with the State of Maryland, which confirms the company's established and ongoing legal presence.


STATE OF MARYLAND 344265

DEPARTMENT OF
ASSESSMENTS AND TAXATION
301 West Preston Street Baltimore, Maryland 21201

DATE: FEBRUARY 14, 1995

THIS IS TO ADVISE YOU THAT THE ARTICLES OF INCORPORATION FOR
INTERNATIONAL SOFTWARE SYSTEMS, INC.
WERE RECEIVED AND APPROVED FOR RECORD ON FEBRUARY 14, 1995 AT 3:19 AM.

FEE PAID: 70.00



SCITO BONAE VOLUNTATIS TVE CORONASTI
1632

JOSEPH V. STEWART
CHAPTER SPECIALIST

AT5-031 032

Figure 1: State of Maryland Registration

C.2 RFQ Section 3.2

Demonstrated Staffing Capability - Position Classifications

ISSI has successfully placed qualified IT professionals across multiple (*more than 6*) classifications listed in Section 1 of this solicitation within the past five years. The following documentation outlines ISSI's placement history by role, along with the corresponding client entities, demonstrating our ability to source, vet, and deploy personnel meeting the specific technical requirements of this contract.

Mainframe Classifications

ISSI has a strong track record of placing mainframe professionals through its engagement as with Leidos supporting the Social Security Administration's (SSA) ITSSC I & II IDIQ contracts. Under this engagement, ISSI placed a minimum of five (5) Senior Mainframe Application Analysts and three (3) Mainframe Application Analysts in support of SSA's enterprise IT operations.

Database Administration Classifications

ISSI has demonstrated capability across multiple database administration disciplines. For Oracle database support, ISSI placed one (1) Senior Application Oracle Database Administrator and one (1) Application Oracle Database Administrator under the SSA ITSSC I & II IDIQ contracts with Leidos, supporting enterprise-level database management and operations within a highly regulated federal environment. For SQL Server database administration, ISSI placed one Senior Application SQL Server Database Administrator in support of the National Institutes of Health (NIH) Agency in collaboration with NTT Data.

PC Programmer Analyst Classifications

ISSI has fulfilled Senior PC Programmer Analyst staffing requirements, with a placement made at AR Franchising Inc., demonstrating the company's ability to source and deploy qualified programming professionals across varied client environments and private sector.

GIS Classifications

ISSI has sustained placements supporting mission critical geospatial For SSA ITSSC I & II IDIQ contracts, ISSI placed a Senior GIS Database Administrator, as well as a GIS Architect for the Montgomery County, Maryland. These placements reflect both ISSI's ability to identify highly specialized GIS talent and its commitment to sustaining workforce continuity in complex government IT environments.

The contact information for the referenced client entities is provided in the table below.

Role	Client/Entity	Contact Information
Senior Mainframe Application Analyst	SSA (via Leidos – ITSSC I & II)	Amber A. Early Leidos, Senior Staffing Manager, Digital Modernization Sector amber.early@leidos.com

Role	Client/Entity	Contact Information
		www.leidos.com (443) 316-6820
Mainframe Application Analyst	SSA (via Leidos – ITSSC I & II)	Amber A. Early Leidos, Senior Staffing Manager, Digital Modernization Sector amber.early@leidos.com www.leidos.com (443) 316-6820
Senior Application Oracle Database Administrator	SSA (via Leidos – ITSSC I & II)	Amber A. Early Leidos, Senior Staffing Manager, Digital Modernization Sector amber.early@leidos.com www.leidos.com (443) 316-682
Application Oracle Database Administrator	SSA (via Leidos – ITSSC I & II)	Amber A. Early Leidos, Senior Staffing Manager, Digital Modernization Sector amber.early@leidos.com www.leidos.com (443) 316-6820
Senior PC Programmer Analyst	AR Franchising Inc.	Michael Castillo Director of IT, AR Franchising Inc., mcastillo@arhomes.com (727) 536-5900, Ext. 285
Senior Application SQL Server Database Administrator	NIH (via NTT Data)	NTT DATA Federal Client Executive HHS manish.dalvi@nttdatafed.com (404) 502-7090
Senior GIS Database Administrator	SSA (via Leidos – ITSSC I & II)	Amber A. Early Leidos, Senior Staffing Manager, Digital Modernization Sector amber.early@leidos.com www.leidos.com (443) 316-6820
GIS Architect	Montgomery County (via O’Connell & Lawrence Inc.)	Sean O’Connell Executive Vice President O’Connell & Lawrence Inc. sean@oclinc.com (301) 924-4570

D. RFQ Section 4: Mandatory Requirements

D.1 RFQ Section 4.1: Mandatory Contract Services Requirements and Deliverables

ISSI is fully committed to meeting and exceeding all mandatory contract services requirements outlined in this section. With more than 30 years of IT staffing experience, ISSI has placed qualified professionals for over 100 public and private sector agencies. As demonstrated through successful placements with the Social Security Administration (SSA) through Leidos, the National Institutes of Health (NIH) through NTT, AR Franchising Inc., and Montgomery County, Maryland, ISSI has the proven recruiting expertise, technical knowledge, and operational capacity to reliably fulfill all 15 position classifications outlined in this section utilizing our 15+ recruiters, our proprietary database of 10,000+ qualified resources and our proven staff augmentation methodology.

ISSI fully understands and will comply with all mandatory requirements for job classifications mentioned in **4.1.1 through 4.1.15** of this solicitation.

Section	Classification	ISSI's Compliance
4.1.1	Senior Mainframe Application Analyst	ISSI's candidates possess the required skills and will meet all mandatory requirements for this classification, including: <ul style="list-style-type: none"> • Bachelor's degree in Computer Science or related field, or minimum five (5) years of equivalent work experience. • Minimum five (5) years of Mainframe Application development experience using COBOL, CICS, and JCL • Minimum five (5) years of Relational Database experience • Minimum five (5) years of Analysis and Design experience • Minimum three (3) years of experience as a lead or senior analyst • Excellent verbal and written communication skills
4.1.2	Mainframe Application Analyst	ISSI's candidates possess the required skills and will meet all mandatory requirements for this classification, including: <ul style="list-style-type: none"> • Minimum three (3) years of Mainframe Application development experience using COBOL, CICS, and JCL • Minimum three (3) years of Relational Database experience • Minimum three (3) years of Analysis and Design experience • Excellent verbal and written communication skills
4.1.3	Senior Application Oracle Database Administrator	ISSI's candidates possess the required skills and will meet all mandatory requirements for this classification, including: <ul style="list-style-type: none"> • Bachelor's degree in Computer Science or related field, or minimum six (6) years of equivalent work experience • Minimum ten (10) years of experience in Oracle database maintenance and management • Minimum five (5) years of experience providing connectivity to an Oracle database • Minimum five (5) years of experience debugging triggers, procedures, functions, and packages (PL/SQL)

Section	Classification	ISSI's Compliance
		<ul style="list-style-type: none"> • Minimum five (5) years of experience optimizing SQL execution for Oracle procedures, functions, packages, and triggers • Minimum five (5) years of experience writing and maintaining UNIX/Linux shell scripts in HP UNIX and/or RedHat Linux • Minimum five (5) years of Data Modeling experience • Minimum five (5) years of experience utilizing Oracle RMAN backup, including full and incremental backups and database cloning • Minimum two (2) years of experience using and administering Oracle Warehouse Builder • Minimum two (2) years of experience in fine grain access control in an Oracle database
4.1.4	Application Oracle Database Administrator	<p>ISSI's candidates possess the required skills and will meet all mandatory requirements for this classification, including:</p> <ul style="list-style-type: none"> • Bachelor's degree in Computer Science or related field, or minimum three (3) years of equivalent work experience • Minimum five (5) years of experience in Oracle database maintenance and management • Minimum two (2) years of experience providing connectivity to an Oracle database • Minimum two (2) years of experience debugging triggers, procedures, functions, and packages (PL/SQL) • Minimum two (2) years of experience optimizing SQL execution for Oracle procedures, functions, packages, and triggers • Minimum two (2) years of experience writing and maintaining UNIX/Linux shell scripts in HP UNIX and/or RedHat Linux • Minimum two (2) years of experience utilizing Oracle RMAN backup, including full and incremental backups and database cloning
4.1.5	Senior Application DB2 Database Administrator	<p>ISSI's candidates possess the required skills and will meet all mandatory requirements for this classification, including:</p> <ul style="list-style-type: none"> • Bachelor's degree in Computer Science or related field, or minimum five (5) years of equivalent work experience • Minimum five (5) years of experience in DB2 database maintenance and management • Minimum five (5) years of experience managing permissions for a DB2 database • Minimum five (5) years of experience debugging triggers, procedures, functions, and packages • Minimum five (5) years of experience optimizing SQL execution for DB2 procedures, functions, packages, and triggers • Minimum five (5) years of Data Modeling experience

Section	Classification	ISSI's Compliance
		<ul style="list-style-type: none"> • Minimum five (5) years of experience developing and performing disaster recovery procedures • Excellent verbal and written communication skills
4.1.6	Application DB2 Database Administrator	<p>ISSI's candidates possess the required skills and will meet all mandatory requirements for this classification, including:</p> <ul style="list-style-type: none"> • Bachelor's degree in Computer Science or related field, or minimum six (6) years of equivalent work experience • Minimum four (4) years of experience in DB2 database maintenance and management • Minimum three (3) years of experience managing permissions for a DB2 database • Minimum three (3) years of experience debugging triggers, procedures, functions, and packages • Minimum three (3) years of experience optimizing SQL execution for DB2 procedures, functions, packages, and triggers • Minimum three (3) years of Data Modeling experience • Minimum three (3) years of experience developing and performing disaster recovery procedures • Excellent verbal and written communication skills
4.1.7	PC Programmer Analyst	<p>ISSI's candidates possess the required skills and will meet all mandatory requirements for this classification, including:</p> <ul style="list-style-type: none"> • Bachelor's degree in Computer Science or related field, or Associate's degree with eighteen (18) months of equivalent work experience, or minimum three (3) years of equivalent work experience • Minimum three (3) years of experience in database management, documentation project control techniques, data processing concepts, and equipment usage • Minimum three (3) years of experience developing and maintaining complex systems and evaluating and analyzing system requests to develop work plans • Excellent verbal and written communication skills
4.1.8	Senior PC Programmer Analyst	<p>ISSI's candidates possess the required skills and will meet all mandatory requirements for this classification, including:</p> <ul style="list-style-type: none"> • Bachelor's degree in Computer Science or related field, or Associate's degree with eighteen (18) months of equivalent work experience, or minimum five (5) years of equivalent work experience • Minimum five (5) years of experience in database management, documentation project control techniques, data processing concepts, and equipment usage • Minimum five (5) years of experience developing and maintaining complex systems and evaluating and analyzing system requests to develop work plans • Excellent verbal and written communication skills

Section	Classification	ISSI's Compliance
4.1.9	Application SQL Server Database Administrator	ISSI's candidates possess the required skills and will meet all mandatory requirements for this classification, including: <ul style="list-style-type: none"> • Bachelor's degree in Computer Science or related field, or minimum three (3) years of equivalent work experience • Minimum five (5) years of experience in SQL Server database maintenance and management • Minimum two (2) years of experience providing connectivity to a SQL Server database • Minimum two (2) years of experience debugging triggers, procedures, functions, and packages (T-SQL) • Minimum two (2) years of experience optimizing SQL execution for SQL Server procedures, functions, packages, and triggers • Minimum two (2) years of experience writing and maintaining UNIX/Linux shell scripts in HP UNIX and/or RedHat Linux • Minimum two (2) years of experience utilizing SQL Server backup functionality, including full and incremental backups and database cloning
4.1.10	Senior Application SQL Server Database Administrator	ISSI's candidates possess the required skills and will meet all mandatory requirements for this classification, including: <ul style="list-style-type: none"> • Bachelor's degree in Computer Science or related field, or minimum six (6) years of equivalent work experience • Minimum ten (10) years of experience in SQL Server database maintenance and management • Minimum five (5) years of experience providing connectivity to a SQL Server database • Minimum five (5) years of experience debugging triggers, procedures, functions, and packages (T-SQL) • Minimum five (5) years of experience optimizing SQL execution for SQL Server procedures, functions, packages, and triggers • Minimum five (5) years of experience writing and maintaining UNIX/Linux shell scripts in HP UNIX and/or RedHat Linux • Minimum five (5) years of Data Modeling experience • Minimum five (5) years of experience utilizing SQL Server backup functionality, including full and incremental backups and database cloning • Minimum two (2) years of experience using and administering SQL Server data warehouse building functionality • Minimum two (2) years of experience in fine grain access control in a SQL Server database
4.1.11	GIS Database Administrator	ISSI's candidates possess the required skills and will meet all mandatory requirements for this classification, including:

Section	Classification	ISSI's Compliance
		<ul style="list-style-type: none"> • Bachelor's degree in Computer Science, Geography, Geomatics, or related field, or minimum three (3) years of equivalent work experience • Minimum three (3) years of experience in enterprise GIS database maintenance and management, including Esri ArcGIS Enterprise, ArcSDE, and relational database platforms • Minimum two (2) years of experience providing connectivity between GIS applications and enterprise databases, including ArcGIS service configuration and web-based GIS integration • Minimum two (2) years of experience debugging stored procedures, spatial queries, geoprocessing scripts, and database functions • Minimum two (2) years of experience optimizing spatial SQL execution for procedures, functions, packages, triggers, and geospatial queries • Minimum two (2) years of experience utilizing enterprise database backup functionality, including full and incremental backups, spatial database replication, and database cloning
4.1.12	Senior GIS Database Administrator	<p>ISSI's candidates possess the required skills and will meet all mandatory requirements for this classification, including:</p> <ul style="list-style-type: none"> • Bachelor's degree in Computer Science, Geography, Geomatics, or related field, or minimum five (5) years of equivalent work experience; Master's degree preferred • Minimum seven (7) years of experience in enterprise GIS database maintenance, management, and optimization, including Esri ArcGIS Enterprise, ArcSDE, and relational database platforms • Minimum three (3) years of experience providing connectivity between GIS applications and enterprise databases, including ArcGIS service configuration and enterprise IT system integration • Minimum three (3) years of experience providing advanced assistance in debugging stored procedures, spatial queries, geoprocessing scripts, triggers, and database functions • Minimum three (3) years of experience optimizing spatial SQL execution for procedures, functions, packages, triggers, and geospatial queries • Minimum three (3) years of experience utilizing enterprise database backup functionality, including full and incremental backups, spatial database replication, disaster recovery planning, and database cloning
4.1.13	GIS Architect	<p>ISSI's candidates possess the required skills and will meet all mandatory requirements for this classification, including:</p>

Section	Classification	ISSI's Compliance
		<ul style="list-style-type: none"> • Bachelor's degree in Computer Science, Geography, Geomatics, Information Systems, or related field, or minimum seven (7) years of equivalent work experience; Master's degree preferred • Minimum ten (10) years of experience in the design, implementation, and management of enterprise GIS systems, including Esri ArcGIS Enterprise, ArcGIS Online, ArcSDE, and relational database platforms • Minimum five (5) years of experience designing enterprise GIS architectures, including system integration, scalability planning, cloud deployment (Azure/AWS), and high-availability configurations • Minimum five (5) years of experience providing technical leadership and guidance to GIS teams, including establishing standards, best practices, and governance frameworks • Minimum five (5) years of experience optimizing enterprise GIS performance, including spatial SQL tuning, service load balancing, and distributed geoprocessing workflows • Minimum three (3) years of experience in enterprise-level disaster recovery planning, including backup and replication strategies, failover systems, and business continuity planning • Demonstrated experience leading enterprise GIS modernization initiatives, including cloud platform migration, enterprise IT system integration, and adoption of emerging geospatial technologies
4.1.14	GIS Application Developer	<p>ISSI's candidates possess the required skills and will meet all mandatory requirements for this classification, including:</p> <ul style="list-style-type: none"> • Bachelor's degree in Computer Science, Geography, Geomatics, Information Systems, or related field, or minimum three (3) years of equivalent work experience • Minimum five (5) years of experience designing, developing, and maintaining GIS applications using Esri ArcGIS Enterprise, ArcGIS Online, ArcGIS Pro SDK, and web-based GIS frameworks • Minimum two (2) years of experience developing web-based GIS applications using JavaScript, Python, .NET, or other programming languages, including Esri's ArcGIS API for JavaScript and REST services • Minimum two (2) years of experience integrating GIS applications with enterprise databases, including spatial query development and optimization • Minimum two (2) years of experience debugging geoprocessing scripts, web services, and application workflows

Section	Classification	ISSI's Compliance
		<ul style="list-style-type: none"> • Minimum two (2) years of experience optimizing GIS application performance, including map service tuning and caching strategies • Minimum two (2) years of experience utilizing version control systems such as Git, and implementing Agile methodologies, unit testing, and continuous integration
4.1.15	Senior GIS Application Developer	<p>ISSI's candidates possess the required skills and will meet all mandatory requirements for this classification, including:</p> <ul style="list-style-type: none"> • Bachelor's degree in Computer Science, Geography, Geomatics, Information Systems, or related field, or minimum five (5) years of equivalent work experience; Master's degree preferred • Minimum seven (7) years of experience designing, developing, and maintaining enterprise GIS applications using Esri ArcGIS Enterprise, ArcGIS Online, ArcGIS Pro SDK, and web-based GIS frameworks • Minimum three (3) years of experience leading the development of web-based GIS applications, including Esri's ArcGIS API for JavaScript, Python, .NET, and REST services • Minimum three (3) years of experience integrating GIS applications with enterprise databases, including advanced spatial query development, optimization, and schema design • Minimum three (3) years of experience providing advanced assistance in debugging geoprocessing scripts, web services, and application workflows • Minimum three (3) years of experience optimizing enterprise GIS application performance, including map service tuning, caching strategies, distributed geoprocessing, and scalability planning • Minimum three (3) years of experience writing and maintaining automation scripts in Python, UNIX/Linux shell scripting, or similar environments • Minimum three (3) years of experience utilizing version control systems such as Git, and implementing Agile methodologies, unit testing, and CI/CD

D.2 RFQ Section 4.2: Vendor Responsibilities

ISSI utilizes a comprehensive, lifecycle-based staff augmentation methodology designed to deliver highly qualified professionals who meet WVDOT's technical, operational, and compliance requirements. Our sourcing strategy integrates disciplined workforce planning, targeted recruitment, structured evaluation, onboarding, performance management, and retention practices, ensuring the timely delivery of skilled resources who not only meet the required technical qualifications but also integrate effectively into the Agency's operational

environment. ISSI's sourcing capability is supported by a proprietary database of more than 10,000 IT professionals and a recruiting organization of more than 15 dedicated technical recruiters who regularly source candidates across a broad range of IT disciplines.

In addition to external recruiting channels, ISSI maintains an active consultant talent reserve and a pipeline of professionals completing existing engagements, enabling rapid deployment of qualified personnel when Delivery Orders are issued.

Request for Service Process

Upon receipt of a staffing request from WVDOT, ISSI acknowledges the request the same business day, and ISSI's Accounting Lead shares the Work Order (WO) with the Professional Services Team, who promptly reviews the WO requirements, duration, qualifications, and related details. ISSI then initiates a structured requirement mapping process beginning with the development of a detailed Skills Matrix that identifies mandatory and preferred qualifications, certifications, years of experience, domain expertise, security requirements, and key soft skills. This formal documentation and validation of requirements at the outset



Figure 2: Request Process

ensures precise candidate targeting and alignment with WVDOT's expectations. Candidate sourcing begins immediately through ISSI's internal database, recruiter networks, and external recruiting channels, including LinkedIn Recruiter, Dice, Indeed, specialized technical communities, university networks, returning consultants, and employee referrals. ISSI's recruiting team, supported by subject matter experts, validates candidate qualifications before submission and typically provides pre-screened resumes within two business days.

Candidate Recruitment and Screening

ISSI applies a rigorous, multi-stage candidate evaluation process to ensure that all submitted personnel meet both the technical and professional requirements of each assignment. The process begins with recruiter-led screening, where candidate resumes, certifications, and employment history are reviewed against the Skills Matrix. Candidates meeting the initial criteria proceed to technical validation conducted by ISSI Subject Matter Experts (SMEs) to verify relevant skills and experience.

ISSI's structured interview methodology further incorporates informational interviews, skills-based screening, behavioral assessments, panel interviews, and task-based evaluations, ensuring candidates possess both the technical competencies and communication skills required for government environments. This

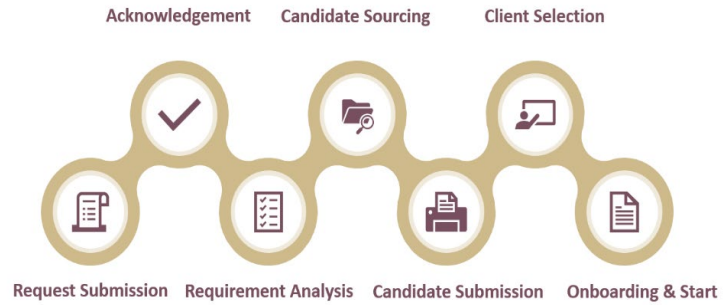


Figure 3: Proven Staffing Methodology

proven recruiting model has demonstrated its effectiveness on large government programs, maintaining an average one-week candidate turnaround time on the SSA ITSSC II program while upholding rigorous screening standards on several occasions.

Pre-Employment Screening and Compliance

ISSI conducts comprehensive pre-employment screening for all temporary personnel prior to assignment deployment through HireRight, an accredited professional background screening provider. ISSI also validates candidate qualifications through verification of employment history, education, certifications, licensure, and professional references, ensuring that all candidates submitted to WVDOT possess the qualifications and experience represented in their resumes. ISSI further complies with all applicable employment requirements, including IRCA, Form I-9, E-Verify, and EEO regulations.

On-boarding and Assignment Deployment

Following candidate selection and completion of pre-employment checks, ISSI conducts thorough onboarding activities, including employment documentation, work authorization verification, assignment orientation, and coordination with WVDOT on reporting structure and start dates. Before the assignment begins, ISSI ensures that all selected personnel complete required onboarding steps, including confidentiality agreements, conflict-of-interest disclosures, code-of-conduct acknowledgments, and any security or privacy documentation required by the Agency. ISSI also communicates client-specific policies and operational expectations so that candidates are fully prepared before beginning work

Workforce Management and Reporting

ISSI maintains ongoing oversight of all assigned personnel through periodic check-ins with both the employee and the WVDOT point of contact to ensure performance expectations are consistently met. ISSI utilizes an electronic timekeeping system, Paycom, that supports timesheet submission and supervisor approval, including multiple approvers when assignments span multiple departments or projects. Invoices are generated from approved timesheet records and include employee name, hours worked, and applicable contract rates, supporting accurate and efficient billing. ISSI promotes workforce stability through

competitive compensation and employee engagement programs, contributing to an employee retention rate of approximately 89%, ensuring continuity of service and consistent performance across long-term government assignments.

ISSI's staffing methodology has been validated across a broad portfolio of federal, state, and local government engagements.

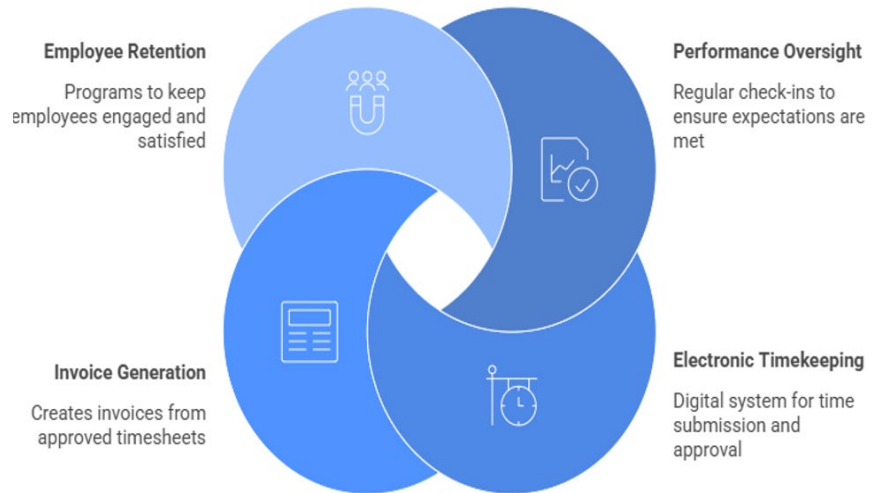


Figure 4: Comprehensive Workforce Management

RFQ Section 4.2.1

ISSI fully understands and will comply with the requirements outlined in this section. ISSI has provided hourly rates for each position classification for which it intends to submit candidate qualifications, as reflected in the Pricing Pages included with this bid. These rates have been carefully developed to reflect the technical expertise, experience levels, and market competencies required for each classification, ensuring competitive and transparent pricing throughout the life of the contract.

When presenting candidates for Agency review, ISSI will ensure that all submitted professionals fully meet the mandatory qualifications specified for the requested classification under this RFQ. Each candidate submission will be accompanied by a comprehensive resume and supporting documentation clearly demonstrating alignment with the position's technical requirements, experience thresholds, educational qualifications, and any other criteria specified by WVDOT at the time of the staffing request. ISSI's structured candidate evaluation process, internal Skills Matrix, and SME-led technical validation procedures ensure that only thoroughly vetted and fully qualified professionals are presented to the Agency, eliminating the submission of unqualified candidates and minimizing the time and effort required by WVDOT to identify and select suitable personnel.

RFQ Section 4.2.2

ISSI fully understands and complies with the staffing fulfillment and responsiveness requirements outlined in this section. ISSI is committed to promptly and reliably fulfilling all staffing requests issued by WVDOT, including assignments specifying a defined period of performance and quantity of hours as indicated on each Delivery Order. Upon receiving a staffing request, ISSI acknowledges the request on the same business day and immediately initiates its structured sourcing and recruitment process, leveraging its proprietary database of IT professionals and a dedicated recruiting team to identify and present qualified candidates within the stipulated time. ISSI's proven track record of maintaining consistent responsiveness and fulfillment performance across large government programs, including

the deployment of more than 100 technical resources under the SSA ITSSC I & II IDIQ contracts and rapid mobilization of 26 professionals for the EPA within approximately two weeks, demonstrates the company's operational readiness and commitment to meeting agency staffing needs in a timely and reliable manner.

RFQ Section 4.2.3

ISSI fully understands and complies with the hourly rate requirements outlined in this section. The hourly rates submitted by ISSI in its Pricing Pages are fully loaded and inclusive of all associated costs, with no additional charges billed to the Agency beyond the agreed-upon rates. All vendor overhead, candidate fringe benefits, and any anticipated travel expenses are likewise fully incorporated within ISSI's proposed hourly rates, ensuring complete cost transparency and eliminating the possibility of unexpected or supplementary charges to WVDOT at any point during the contract period.

RFQ Section 4.2.4

ISSI fully understands and complies with the candidate documentation and submission requirements outlined in this section. For each candidate presented to WVDOT, ISSI will provide a comprehensive submission package prepared in accordance with all applicable state and federal standards. Each submission will include a current resume that clearly identifies the candidate's qualifications as they align with the specific requirements of the requested classification, along with completed qualification documentation and copies of relevant degrees and certifications as verification of the candidate's stated credentials. All resume pages will be sequentially numbered in the prescribed format (e.g., 1 of 2, 2 of 2) to ensure an organized and professional presentation, and all required documentation will be submitted to the Agency simultaneously with the listing of candidates proposed for interview consideration.

ISSI's internal quality review process is successful across all our projects, ensuring that every candidate submission package is thoroughly reviewed for completeness, accuracy, and compliance with all documentation requirements prior to delivery to the Agency.

RFQ Section 4.2.5

ISSI fully understands and complies with the work authorization documentation requirements outlined in this section. Upon request, ISSI will provide all legally required documentation to verify that each candidate presented under this contract is either a U.S. citizen or is otherwise legally authorized to work in the United States. As a standard component of its pre-employment screening process, ISSI conducts rigorous work authorization verification for all personnel prior to assignment deployment, including completion of Form I-9, E-Verify validation, and Social Security number verification, ensuring full compliance with the Immigration Reform and Control Act (IRCA) and all other applicable federal and state employment eligibility requirements.

RFQ Section 4.2.6

ISSI fully understands and complies with all requirements outlined in this section governing staffing request response timelines, candidate submission, and performance standards. As a priority vendor, ISSI will acknowledge all initial contact requests for staffing within 48 hours (2 business days) of receipt, clearly communicating its ability or inability to fulfill the request within the prescribed timeframe.

In the event ISSI is unable to fulfill a request, a formal written waiver will be submitted to the Agency within the same 48-hour window.

When able to fulfill a staffing request, ISSI will provide the Agency with a comprehensive list of qualified candidates, including all required documentation, resumes, qualification documents, and Agency-supplied templates, within 10 business days of the initial notification. ISSI may submit multiple candidate resumes to provide the Agency with the broadest possible selection of qualified professionals, as evident across several of ISSI's staffing projects, such as SSA, NIH, and FDA, to name a few. ISSI further understands that all placed candidates must consistently perform the contracted duties as outlined in the specifications or project-specific Delivery Order scope. In the event the Agency notifies ISSI of a candidate's failure to consistently perform, ISSI will promptly initiate its replacement sourcing process and provide qualifications for a suitable replacement candidate within 10 business days of receiving such notification.

RFQ Section 4.2.7

ISSI fully understands and complies with the timesheet submission requirements outlined in this section. All candidates placed under this contract will be required to submit timesheets for supervisory approval regularly, no less than weekly and no more than monthly, in accordance with the Agency's established timesheet schedule.

RFQ Section 4.2.8

ISSI fully understands and complies with the candidate replacement and continuity of services requirements outlined in this section. If a placed candidate leaves or must be replaced during the term of a Delivery Order, ISSI will provide written notice to the Agency within one (1) business day, clearly explaining the circumstances of the departure and immediately initiating the replacement sourcing process to minimize any disruption to Agency operations. ISSI will provide the Agency with a comprehensive list of qualified replacement candidates, including all required resumes and supporting documentation confirming that each candidate meets or surpasses the mandatory requirements for the applicable classification as outlined in **Section 4.1**, within 10 business days of the replacement notification.

ISSI fully recognizes that any interruption of service greater than 10 business days may be grounds for cancellation of the Delivery Order and is firmly committed to preventing such interruptions through its robust replacement sourcing capability. ISSI also acknowledges the Agency's right to issue secondary Delivery Orders to cover any cancelled orders without being required to re-contact or acquire waivers from previously contacted vendors, and will fully cooperate with the Agency in such circumstances.

RFQ Section 4.2.9

ISSI fully understands and complies with the requirements outlined in this section. ISSI will ensure that all candidates placed under this contract are thoroughly informed of and oriented to the Agency's policies and procedures prior to beginning their assignments, including all requirements governing access to and use of the State computing environment. ISSI acknowledges that any access or user accounts issued to placed candidates are subject to revocation without notice at the Agency's sole discretion, and that the Agency reserves the right to conduct random or periodic audits of user activity at any time.

D.3 RFQ Section 4.3: Duties and Responsibilities of the Agency

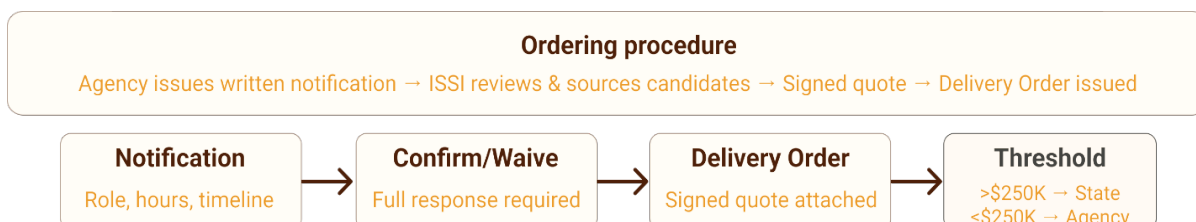
RFQ Section 4.3.1: Ordering Procedure

ISSI is fully committed to operating in strict accordance with all established processes throughout the life of this contract for WV DOT. Upon receipt of a written notification, ISSI will promptly review the specified requirements, including the classification requested, number of candidates needed, total hours required, proposed assignment length, project description, and any assignment-specific requirements, and will initiate its candidate sourcing and screening process accordingly.

ISSI has experience working with multiple requirements simultaneously, with the same or different classifications. In compliance with the agency requirement, ISSI understands that each notification received must be confirmed or waived in its entirety, and that any partial confirmation or waiver of a notification will only be pursued upon receipt of express written approval from the Agency. ISSI will ensure that its contract management team carefully reviews each notification to determine the appropriate response and communicate its confirmation or waiver in a timely and compliant manner.

Upon the Agency's selection of a candidate, ISSI will promptly provide a signed and dated quote, ensuring all relevant details are accurately captured in support of the Delivery Order process. Each Delivery Order will document the selected candidate, applicable hourly rate, quantity of hours, project start and end dates, and any other pertinent requirements, and will ensure that the signed, dated quote is included with each Delivery Order, including electronic attachment in the wvOASIS system.

ISSI acknowledges the distinction between Centralized Delivery Orders and Agency Delivery Orders based on the applicable dollar thresholds. Delivery Orders exceeding \$250,000.00 will be processed as Centralized Delivery Orders through the West Virginia State Purchasing Division, while orders at or below \$250,000.00 will be processed as Agency Delivery Orders.



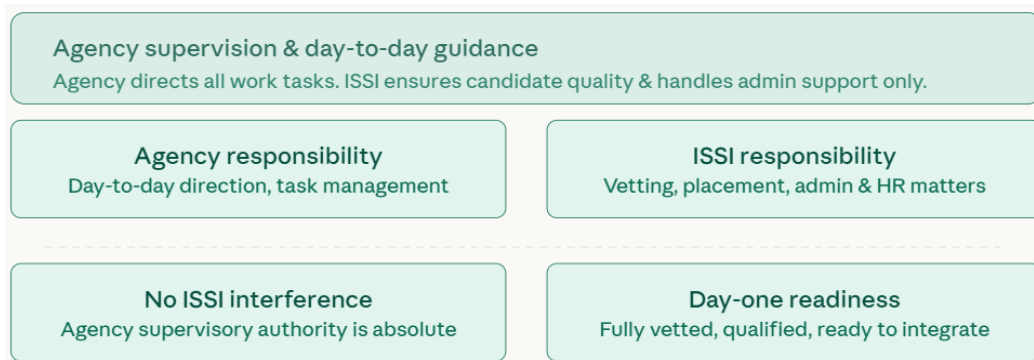
ISSI's contract management and billing teams are well-versed in navigating several state procurement systems and will ensure full compliance with the appropriate processing requirements for each order, regardless of value.

RFQ Section 4.3.2: Agency Supervision and Day-to-Day Guidance – Understanding and Compliance

ISSI fully understands and agrees that all candidates placed under this contract will work under the direct supervision of the Agency, and that the Agency bears sole responsibility for providing each placed candidate with day-to-day guidance and direction in the execution of their assigned responsibilities.

ISSI's responsibility is to ensure that every candidate deployed is thoroughly vetted, fully qualified, and ready to integrate seamlessly into the Agency's work environment from day one.

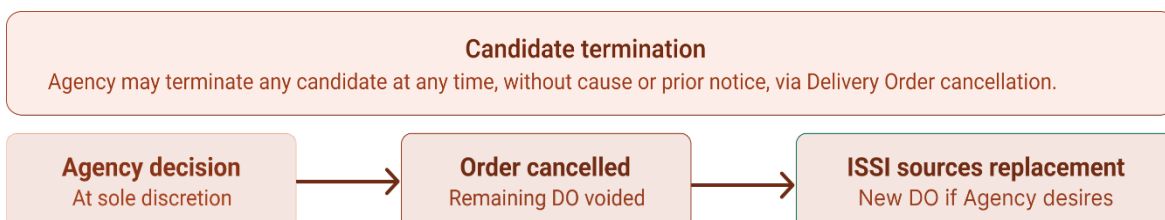
ISSI's contract management team will remain available to address any administrative or personnel-related matters as needed, while the Agency retains complete authority over all work-related direction and task management.



RFQ Section 4.3.3: Candidate Termination – Understanding and Compliance

ISSI fully understands and accepts that the Agency reserves the right to terminate any candidate placed under this contract at its sole discretion, without cause and without prior notification to ISSI, if such termination is determined to be in the best interest and well-being of the Agency. ISSI acknowledges that such termination will be effectuated through the cancellation of the remainder of the applicable Delivery Order.

In the event of such a termination, ISSI will cooperate fully with the Agency to ensure a smooth and orderly transition and stands ready to promptly initiate the candidate sourcing



process to identify and present qualified replacement personnel should the Agency wish to continue fulfilling the position under a new Delivery Order.

RFQ Section 4.3.4: Independent Contractor Status – Understanding and Compliance

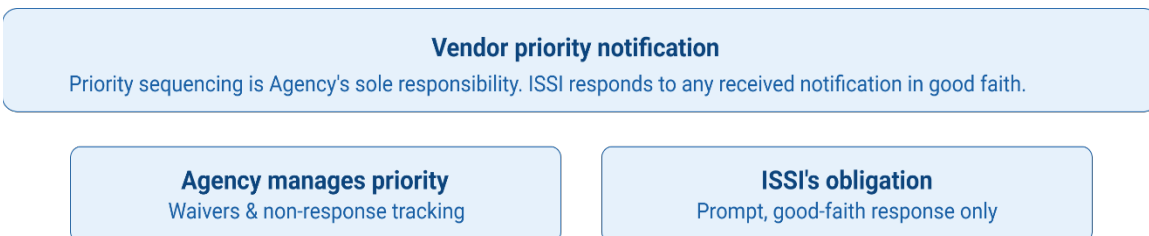
ISSI fully understands that all services provided under this contract are rendered by individuals in the capacity of independent contractors and not as employees of the State of West Virginia. ISSI acknowledges the complexity of distinguishing between independent contractor and employee relationships, as guided by the Internal Revenue Service (IRS) and the U.S. Department of Labor (DOL), and is well-versed in maintaining the appropriate classifications across its government staffing engagements.

ISSI recognizes that each Agency utilizing services under this contract must carefully evaluate relevant factors, including behavioral control, financial control, and the nature of the working relationship, to ensure that the independent contractor status of all placed personnel is properly maintained and not construed as an employer-employee relationship. ISSI will actively support each Agency in preserving this distinction by ensuring that its placed candidates operate within the boundaries appropriate for independent contractor engagements, including, where applicable, limiting the degree of integration into the Agency's internal systems and processes.



RFQ Section 4.3.5: Vendor Priority Notification – Understanding and Compliance

ISSI fully understands that the responsibility for ensuring notifications are directed to the appropriately prioritized vendor for each classification rests solely with the Agency. Upon receipt of a notification from the Agency, ISSI will respond promptly and in good faith, fulfilling its obligations under the contract without regard to the priority determination process, which remains entirely within the Agency's purview.



E. RFQ Section 5: Contract Award

E.1 RFQ Section 5.1: Contract Award

ISSI acknowledges and understands the provisions outlined in Section 5.1, Contract Award.

E.2 RFQ Section 5.2: Pricing Page

ISSI has submitted Pricing via wvOASIS, providing the all-inclusive hourly rate for each classification.

F. RFQ Section 6: Performance

ISSI fully understands and agrees to the performance requirements outlined in this section. ISSI will work collaboratively with the WVDOT to mutually establish and adhere to a performance schedule for all Contract Services and Contract Services Deliverables, ensuring alignment with the Agency's operational needs, project timelines, and technical objectives.

As this contract is designated as an open-ended contract, ISSI will perform in strict accordance with all release orders issued against the contract. ISSI's decades of experience supporting open-end and task order-based contract vehicles, including IDIQ contracts at the federal and state level has equipped the company with the processes, tools, and organizational discipline necessary to manage concurrent delivery orders efficiently, maintain accurate performance records, and provide consistent oversight throughout the life of the contract.

G. RFQ Section 7: Payment

ISSI fully understands and agrees to the payment terms established under this contract. ISSI will invoice the Agency exclusively at the hourly rates as specified on the Pricing Pages for all Contract Services performed and accepted, with no additional charges or fees applied beyond the agreed-upon rates. ISSI will not submit invoices for services that have not been performed or formally accepted by the Agency, ensuring full transparency and accountability in all billing activities.

ISSI's billing and accounts receivable team is experienced in adapting to state-specific payment processes and procurement standards, having supported numerous state and local government clients across multiple states.

H. RFQ Section 8: Travel

ISSI fully understands and agrees to the travel requirements outlined in this contract. ISSI acknowledges that all mileage, travel costs, and associated travel time incurred in connection with the performance of Contract Services are the sole responsibility of ISSI and will not be billed to the Agency as separate line items.

ISSI is experienced in managing travel logistics and associated costs across geographically distributed engagements, including assignments spanning multiple locations within a state. As the majority of services under this contract are anticipated to be performed in the Metro-Charleston, WV area, with the possibility of deployment to other locations across the State of West Virginia, ISSI has accounted for this geographic scope in its pricing structure.

I. RFQ Section 9: Facility Access

ISSI fully understands the facilities access requirements outlined in this section and is committed to maintaining strict compliance with all associated protocols. Drawing from its extensive experience supporting private sector organizations, ISSI has successfully adhered to similar access control and security requirements across multiple engagements, including its long-term support for the Social Security Administration (SSA) under the ITSSC I & II IDIQ contracts and various projects with the State of Maryland, where personnel were required to operate within structured facility access and security frameworks. ISSI is fully prepared to implement and uphold all access card and key management procedures as specified by WVDOT.

The following table summarizes ISSI's acknowledgement of and compliance with each specific requirement under Section 9:

Section	Requirement	ISSI's Acknowledgement
9.1	Identification of principal service personnel to be issued access cards and/or keys	<input checked="" type="checkbox"/>
9.2	Vendor responsibility for controlling cards and keys, including payment of replacement fees for lost or stolen items	<input checked="" type="checkbox"/>
9.3	Immediate notification to Agency of any lost, stolen, or missing card or key	<input checked="" type="checkbox"/>
9.4	All personnel performing under this Contract are subject to Agency's security protocol and procedures	<input checked="" type="checkbox"/>
9.5	Vendor shall inform all staff of Agency's security protocol and procedures	<input checked="" type="checkbox"/>

J. RFQ Section 10: Vendor Default

J.1 RFQ Section 10.1

In its more than 30 years of delivering IT staffing and professional services to federal, state, and local government clients, ISSI has maintained an unblemished performance record and has never defaulted on any contract obligation. ISSI fully understands the default provisions outlined in this section and is firmly committed to upholding all contractual requirements throughout the life of this engagement.

The following table summarizes ISSI's acknowledgement of each condition outlined under Section 10.1.

Section	Requirement	ISSI's Acknowledgement
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	☑
10.1.4	Failure to remedy deficient performance upon request	☑

J.2 RFQ Section 10.2

The following table summarizes ISSI's acknowledgement of each remedy outlined under Section 10.2.

Section	Requirement	ISSI's Acknowledgement
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	☑

K. RFQ Section 11: Miscellaneous

K.1 RFQ Section 11.1: Contract Manager

ISSI is pleased to designate Ms. Erina Rajbhandari, Chief Financial Officer (CFO), as the primary Contract Manager responsible for overseeing ISSI's obligations and responsibilities under this Contract.

The contact information is provided below.

<i>Designated Contract Manager</i>	Ms. Erina Rajbhandari
<i>Title</i>	Chief Financial Officer (CFO)
<i>Address</i>	7337 Hanover Pkwy, Suite# A, Greenbelt, MD 20770
<i>Email</i>	bdgroup@issi-software.com
<i>Telephone</i>	301-886-8904
<i>Fax</i>	301-982-0500

L. Organization Chart and ISSI Overview

ISSI operates under a well-defined governance framework anchored by a dedicated Project Management Office (PMO) and a robust Quality Management System (QMS), ensuring organizational accountability, process discipline, and strict adherence to industry best practices across all client engagements. This commitment to excellence is further validated by CMMI Level 3, ISO 9001:2015, and ISO 27001:2022 certifications, collectively reflecting ISSI’s maturity in quality management, process standardization, and information security.

Underpinning this framework is ISSI's experienced executive leadership team, which provides strategic direction, operational oversight, and sound financial governance to drive sustained organizational growth and long-term client satisfaction. The organizational chart below illustrates ISSI's leadership structure and the reporting relationships that support the effective delivery of IT staffing services under this contract.

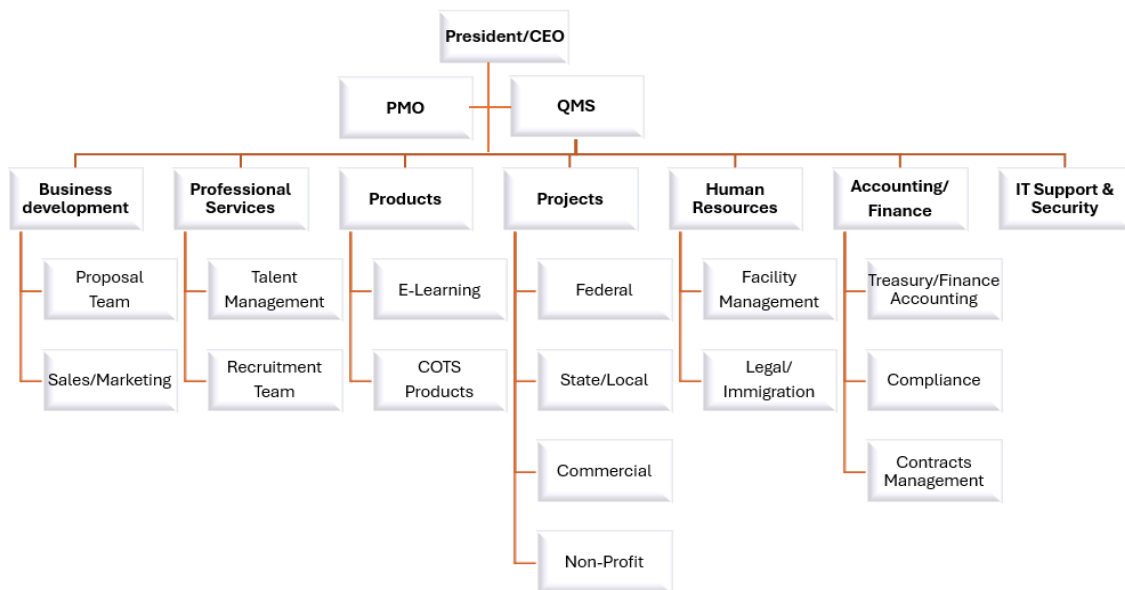


Figure 5: ISSI Organization Chart

ISSI Overview:

Company Name	International Software Systems, Inc. (ISSI)
Address	7337 Hanover Pkwy, Suite# A, Greenbelt, MD 20770
Email Address	bdgroup@issi-software.com
Website	www.issi-software.com
Telephone	301-982-9700
Branch Office Locations	a) 1301 Riverplace Blvd., Suite# 800, Jacksonville, FL 32207 b) 6565 N MacArthur Blvd., Suite# 225, Irving, TX 75039
MBE (Maryland)	00-030
SBR (Maryland)	SB24-069221
FEIN#	52-1915109

M.Certification

ISSI is a minority-owned small business, certified by the Commonwealth of Virginia and State of Maryland, as evidenced by the certificates below.





Wes Moore
Governor
Aruna Miller
Lieutenant Governor
Paul J. Wiedefeld
Secretary

February 26, 2025

BHASKAR GANTI
INTERNATIONAL SOFTWARE SYSTEMS, INC.
7337 HANOVER PARKWAY, SUITE A
GREENBELT, MD 20770-3669

Re: ANNUAL REVIEW

Dear BHASKAR GANTI
(Cert # 00-030):

We are pleased to inform you that your company is eligible to continue participation in the programs and services listed on the last page.

Your current certification status can be found on the Maryland Department of Transportation's (MDOT) Directory of certified firms available online at <https://marylandmdbe.mdbecert.com/>. MDOT's online Directory is the official record of your firm's certification status. It is important that you review the accuracy of your listing in the Directory.

If you wish to expand the area(s) of work for which your firm is currently certified, you may request an expansion of services. Please submit your application using the online portal.

You may access the OMBE secure portal by logging into <https://marylandmdbe.mdbecert.com/>, and selecting "**Apply for Certification / Submit Annual Review / Submit a Change**", under the Business Applicant Certification section. In the Annual Review section use "Login" to enter your Username and Password, or "Lookup Account" or if this is your first time accessing the system. Please note that your Username is your email address.

For those unable to scan documentation, a fax option is available. The fax number is listed on the printable fax cover sheet in the document list section within the application.

Your firm must complete the annual review to maintain its certification. The OMBE will provide notification when it is time to begin the next annual review. If you have any questions regarding your certification status please contact the OMBE at 410-865-1269 or 1-800-544-6056.

It is important that you check your Directory listing and contact the OMBE at 410-865-1269 regarding corrections or changes. **You must inform OMBE of any change in circumstances affecting the firm's ability to meet size, disadvantaged status, ownership, or control requirements or any material change in the information provided in the application within 30 days of the occurrence of the change.** View your listing at <https://marylandmdbe.mdbecert.com/>.

In order to receive notices of solicitations posted by state agencies as well as county and local government procurement buyers, you must register as a vendor on Maryland's online procurement portal, **eMaryland Marketplace Advantage (eMMA)**. Visit www.procurement.maryland.gov to learn more.

The Governor's Office of Small, Minority & Women Business Affairs has oversight of the State's Minority Business Enterprise (MBE) Program. As a coordinating office under Governor Wes Moore, they connect small businesses to greater economic opportunities. Visit their website at www.goMDsmallbiz.maryland.gov for information on business development and training events, and to access a wide range of small business resources.

Sincerely,

A handwritten signature in black ink, appearing to read 'Janice Walker-Emeogo'.

Janice Walker-Emeogo
Director
Office of Minority Business Enterprise
Maryland Department of Transportation
Desk: (410) 865-1240



N. Terms & Conditions and Addenda Acknowledgement

ISSI has reviewed and agrees to comply with all the terms and conditions of this solicitation, as evidenced by the signed document below.

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) Erina Rajbhandari, CFO
(Address) 7337 Hanover Parkway, Suite A, Greenbelt, MD 20770
(Phone Number) / (Fax Number) (301) 886-8904
(email address) erajbhandari@issi-software.com

CERTIFICATION AND SIGNATURE: By signing below, or submitting documentation through wvOASIS, 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.

International Software Systems, Inc

(Company) Erina
(Signature of Authorized Representative)
Erina Rajbhandari, CFO (03/27/2026)
(Printed Name and Title of Authorized Representative) (Date)
(301) 886-8904
(Phone Number) (Fax Number)
erajbhandari@issi-software.com
(Email Address)

Revised 8/24/2023

ISSI acknowledges the receipt and has reviewed the two addendums – the first one released on March 25, 2026, and the second one released on March 31, 2026.



Addendum 1:

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CRFQ DOT260000079

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 the 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 the 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.

International Software Systems, Inc

Company

eking

Authorized Signature

03/27/2026

Date

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



	Department of Administration Purchasing Division 2018 Washington Street East Post Office Box 08128 Charleston, WV 25308-0128	State of West Virginia Centralized Request for Quote Service - Prof

Proc Folder: 1896131 Doc Description: WVDOT IT Temporary Staffing Services (81260081)	Reason for Modification: ADDENDUM NO_1 Bid Opening Moved to April 14, 2026 Attach Revised Terms and Conditions
Proc Type: Central Master Agreement	
Date Issued: 2026-03-25	Solicitation Closes: 2026-04-14 13:30
Solicitation No: CRFQ 0803 DOT2600000079	Version: 2

BID RECEIVING LOCATION

BID CLERK
 DEPARTMENT OF ADMINISTRATION
 PURCHASING DIVISION
 2018 WASHINGTON ST E
 CHARLESTON WV 25305
 US

VENDOR

Vendor Customer Code: VS0000039381
Vendor Name: International Software Systems, Inc
Address: 7337 Hanover Parkway, Suite A
Street: 7337 Hanover Parkway, Suite A
City: Greenbelt
State: Maryland (MD) **Country:** US **Zip:** 20770
Principal Contact: Erina Rajbhandari
Vendor Contact Phone: (301) 886-8904 **Extension:**

FOR INFORMATION CONTACT THE BUYER
 John W Estep
 304-658-2586
 john.w.estep@wv.gov

Vendor Signature X **FEB#** 52-1915109 **DATE** 03/27/2026

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



Addendum 2:

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CRFQ DOT260000079

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 the 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 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 the 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.

International Software Systems, Inc


Company

Authorized Signature

04/03/2026

Date

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

	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 Services - Prof

Proc Folder: 1886131 Doc Description: WVDOT IT Temporary Staffing Services (81260081) Proc Type: Central Master Agreement	Reason for Modification: ADDENDUM NO_2 Vendor Questions and Responses
Date Issued: 2026-03-31 Solicitation Closes: 2026-04-14 1:30 Solicitation No: CRFQ 0803 DOT2600000079 Version: 3	

BID RECEIVING LOCATION

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

VENDOR

Vendor Customer Code: VS0000039381
Vendor Name : International Software Systems, Inc
Address : 7337 Hanover Parkway, Suite A
Street : 7337 Hanover Parkway, Suite A
City : Greenbelt
State : Maryland (MD) **Country :** US **Zip :** 20770
Principal Contact : Erina Rajbhandari
Vendor Contact Phone: (301) 888-8904 **Extension:**

FOR INFORMATION CONTACT THE BUYER
 John W Estep
 304-558-2566
 john.w.estep@wv.gov


Vendor Signature X **FEIN#** 52-1915109 **DATE** 04/03/2026

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