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Header 2

List View

- General Information**
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Procurement Folder: 1886131

Procurement Type: Central Master Agreement

Vendor ID: VS0000005021

Legal Name: Elegant Enterprise-Wide Solutions, Inc.

Alias/DBA:

Total Bid: \$16,284,320.00

Response Date: 04/14/2026

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Responded By User ID: Elegants

First Name: Vikas

Last Name: Arora

Email: bids@elegantsolutions.us

Phone: 703-909-1289

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SO Dept: 0803

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Solicitation Description: WVDOT IT Temporary Staffing Services (81260081)

Total of Header Attachments: 2

Total of All Attachments: 2

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	Senior Mainframe Application Analyst				1233440.00

Comm Code	Manufacturer	Specification	Model #
80111609			

Commodity Line Comments:

Extended Description:

Senior Mainframe Application Analyst

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
2	Mainframe Application Analyst				1012960.00

Comm Code	Manufacturer	Specification	Model #
80111609			

Commodity Line Comments:

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				1187680.00

Comm Code	Manufacturer	Specification	Model #
80111609			

Commodity Line Comments:

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				965120.00

Comm Code	Manufacturer	Specification	Model #
80111609			

Commodity Line Comments:

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				1233440.00

Comm Code	Manufacturer	Specification	Model #
80111609			

Commodity Line Comments:

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				1012960.00

Comm Code	Manufacturer	Specification	Model #
80111609			

Commodity Line Comments:

Extended Description:

Application DB2 Database Administrator

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
7	PC Programmer Analyst				840320.00

Comm Code	Manufacturer	Specification	Model #
80111609			

Commodity Line Comments:

Extended Description:

PC Programmer Analyst

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
8	Senior PC Programmer Analyst				1012960.00

Comm Code	Manufacturer	Specification	Model #
80111609			

Commodity Line Comments:

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				965120.00

Comm Code	Manufacturer	Specification	Model #
80111609			

Commodity Line Comments:

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				1187680.00

Comm Code	Manufacturer	Specification	Model #
80111609			

Commodity Line Comments:

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				1012960.00

Comm Code	Manufacturer	Specification	Model #
80111609			

Commodity Line Comments:

Extended Description:

GIS Database Administrator

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
12	Senior GIS Database Administrator				1187680.00

Comm Code	Manufacturer	Specification	Model #
80111609			

Commodity Line Comments:

Extended Description:

Senior GIS Database Administrator

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
13	GIS Architect				1322880.00

Comm Code	Manufacturer	Specification	Model #
80111609			

Commodity Line Comments:

Extended Description:

GIS Architect

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
14	GIS Application Developer				965120.00

Comm Code	Manufacturer	Specification	Model #
80111609			

Commodity Line Comments:

Extended Description:

GIS Application Developer

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
15	Senior GIS Application Developer				1144000.00

Comm Code	Manufacturer	Specification	Model #
80111609			

Commodity Line Comments:

Extended Description:

Senior GIS Application Developer



Request for Proposal

West Virginia Department of Transportation (WVDOT)

WVDOT Information Technology Temporary Staffing Services

RFP NO: CRFQ 0803 DOT2600000079

Due Date: April 14, 2026

Submitted to:

Attention: John W Estep

Email: john.w.estep@wv.gov

Phone: 304-558-2566

Submitted by:

Elegant Enterprise-Wide Solutions, Inc.

24035 Whitten Farm CT,

Aldie, VA, 20105-2767

Phone: 703-909-1289 | **Fax:** 703-722-6628

Email: govt@elegantsolutions.us

www.elegantsolutions.us

Point of Contact

Vikas Arora

Phone: 703-909-1289

Email: govt@elegantsolutions.us



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Elegant Enterprise Wide Solutions, Inc.
We make it happen

COVER LETTER

April 14, 2026

Attn: John W Estep

Email: john.w.estep@wv.gov

Successfully achieving the mission objectives of West Virginia Department of Transportation (WVDOT), requires a consulting partner who not only understands the complexities of the public sector but can also deliver elite, reliable talent with speed and precision. In response to Solicitation# **CRFQ 0803 DOT2600000079 for WVDOT Information Technology Temporary Staffing Services**. Elegant Enterprise-Wide Solutions, Inc. ("Elegant Solutions") is pleased to present this proposal, detailing our proven ability to provide exceptional IT consulting and staffing services that directly support your agency's goals.

For 24 years, we have been a trusted partner to government entities nationwide. Our approach is built on a foundation of verified excellence, designed to minimize your risk and maximize your return on investment.

- Our **ISO 9001:2015, ISO 20000, and ISO 27001 certifications** provide you with independently verified assurance that our processes will protect your sensitive data and deliver consistent, high-quality outcomes.
- Our deep experience serving over half of U.S. states through 80+ active contracts ensures we understand the nuances of government requirements and can navigate them effectively on your behalf.

We build enduring partnerships through unwavering integrity and transparency, aligning our solutions with your specific objectives to deliver cost-effective and innovative results. The enclosed proposal demonstrates our capabilities and confirms our acceptance of all solicitation terms and conditions.

We are confident in our ability to provide WVDOT. with superior service and look forward to becoming a valued partner in your success. Should you have any questions, please do not hesitate to contact me.

Once again, thank you for your time and consideration.

Sincerely,

Vikas Arora
President
Elegant Enterprise-Wide Solutions, Inc.

COMPLIANCE MATRIX – MANDATORY REQUIREMENTS TRACEABILITY

Elegant Enterprise-Wide Solutions, Inc. (Elegant Solutions) provides full compliance with all requirements outlined in this solicitation. The following matrix ensures complete traceability between solicitation requirements and our proposed solution.

RFP Requirement	Reference	Compliance Statement	Proposal Section
Minimum 5 years business experience	Specifications Sec 3.1	Fully Compliant – 24+ years of experience in IT staffing	Section 1.1
Provide qualified candidates per classification	Specifications Sec 4	Fully Compliant – Pre-vetted, role-aligned candidate pool	Section 1.2 / Section 2
Support multiple IT classifications	Specifications Sec 1	Fully Compliant – Coverage across all 15 classifications	Section 1.2
Timely candidate submission	Vendor Requirements	Exceeds – Average 5–8 business days	Section 2.2
Background checks & screening	Terms & Conditions	Fully Compliant – Standardized screening process	Section 2.4
Onsite support capability	Specifications (Pg 1)	Fully Compliant – Local + hybrid delivery model	Section 2.X
Addendum acknowledgment	Instructions to Vendors	Fully Compliant	Section 3

1 MINIMUM QUALIFICATIONS

1.1 Organizational Experience & Business Tenure Compliance

Founded in 2001 and headquartered in Aldie, VA, Elegant Solutions is a premier provider of staffing and consulting services for public and private sector clients nationwide. We are an agile, results-driven organization dedicated to a single principle: transforming our clients' challenges into mission success. By seamlessly integrating elite talent with cutting-edge technology and industry best practices, we don't just meet contractual goals—we deliver tangible, lasting value. Our ranking in the top 10-15% of suppliers for major customers is a testament to our unwavering focus on excellence. Our commitment to excellence is validated by ISO 9001:2015 (Quality Management), ISO 27001:2013 (Information Security), and ISO 20000-1:2018 (IT Service Management) certifications.

Unique Capabilities in a Shifting Talent Market

- **Accelerated Solution Delivery:** We leverage a proprietary framework to rapidly diagnose challenges and deliver actionable strategies, deploying targeted consulting expertise to achieve high-impact results against your most urgent timelines.
- **Ironclad Governance Framework:** We offer a zero-risk partnership, assured by an independently audited framework of ISO certifications, a 94/100 D&B performance rating, and a performance-driven replacement covenant.
- **Workforce Resilience:** In a volatile talent market, our 92% employee retention rate provides unmatched continuity, safeguarding your project's momentum and intellectual capital from disruptive churn.
- **Strategic Augmentation & Accountability:** Moving beyond transactional staffing, our EPMD provides end-to-end program ownership and accountability, ensuring your investment translates into measurable value realization.
- **Future-Ready Talent Architecture:** We solve the skills gap by architecting talent solutions, combining our proprietary 2M+ candidate ecosystem with skill incubation programs to deliver a future-ready workforce.
- **Unyielding Fiscal Fortitude:** Our debt-free, 23-year profitable status and \$1.15M+ in liquid resources provide enterprise-grade stability, ensuring unwavering support for your long-term initiatives against any economic headwinds.
- **Defense-Grade Security Posture:** To counter an evolving threat landscape, we offer a cyber-resilient partnership, fortified by an independently verified ISO 27001 security posture that protects your critical data.

As a trusted partner in strategic transformation for government organizations, Elegant Solutions combines decades of domain expertise with disciplined management practices to deliver solutions that are precisely tailored, delivered on time, and within budget. Our mission is to ensure clients realize the full business value of their investments. We work collaboratively as strategic partners, applying proven methodologies, thought leadership, and innovative thinking to develop strategies aligned with each organization's unique challenges. At a Glance:

Approach / Attribute	Client Benefit & Outcome
Technology-Enabled & Certified Processes	ISO 9001:2015-certified Quality Management System (QMS) and AI-driven talent intelligence platform enable workflow automation, reduce operational overhead, and deliver measurable cost efficiencies.
Dedicated Service & Support	Client Success Management model provides a single point of accountability via a dedicated Account Manager, reducing governance complexity and ensuring tailored, proactive engagement.
Proven Employee Retention	High-retention strategies reduce turnover-related disruption, preserving institutional knowledge and ensuring workforce resilience - critical for continuity in long-term and high-impact projects.
Horizontal Scalability (Fulfillment Network)	On-demand access to niche talent through a curated ecosystem of qualified subcontractors, enabling rapid scale-up/down with minimal downtime or procurement lag.
Vertical Scalability (Prime Contractor Experience)	Ability to shift from transactional staffing to strategic outcomes. Backed by experience managing 100+ public sector contracts, we offer program-level governance, SLA enforcement, and robust risk mitigation capabilities.

Elegant Solutions delivers a competitive edge through high-quality business process and consulting services focused on efficiency, reliability, and measurable results. Our services are designed to achieve two critical outcomes: improved operational performance and enhanced customer satisfaction. We are supported by a dedicated global team guided by a clear strategic vision and a commitment to continuous improvement. Our core focus is to equip organizations with practical processes, proven methodologies, and effective management strategies that strengthen customer relationships and drive sustainable growth. Through our collaborative, **bottom-up approach**, Elegant Solutions applies collective expertise to address real-world challenges and deliver lasting value. Ultimately, Elegant Solutions is defined by the success of its clients.

Our performance is validated by an outstanding 94% Overall Performance Rating from a recent Dun & Bradstreet survey, confirming our ability to deliver holistic talent management that drives operational efficiency, enables cost optimization, and ensures project acceleration. This level of solution delivery is achieved through a robust service delivery framework that excels at strategic sourcing, talent pipelining, and competency-based screening. The outcome is the rapid talent deployment of top-tier contingent

workforce and direct hire professionals aligned with complex, in-demand technology roadmaps and digital transformation initiatives. This talent acquisition capability extends nationwide, strengthening a competitive advantage by enabling talent scalability and effective resource management. By adeptly supporting hybrid workforce models and remote-first talent deployment, we unlock a diverse, borderless talent ecosystem for roles in both major urban centers and remote locations. This national reach provides the business agility and workforce resilience necessary to meet dynamic market demands and secure a competitive edge. For the WVDOT, this translates to predictable fulfillment, strong compliance (including DHS E-Verify, I-9 verification, and HHS-certified drug testing), and a culture of accountability that reduces risk and sustains service continuity.

DUN & BRADSTREET RATING		94
Reliability		96
Cost		91
Order Accuracy		93
Delivery / Timeliness		95
Quality		95
Business Relations		97
Personnel		98
Customer Support		93
Responsiveness		96

Attribute	Measure / Score	Source / Notes
Performance Validation	94% Overall Performance Rating	Dun & Bradstreet independent customer survey
Reliability & Relations	Reliability: 96; Business Relations: 97	D&B component ratings
Active Government Contracts	80+ nationwide	Company portfolio summary
Quality Certifications	ISO 9001:2015; ISO 20000-1:2018; ISO 27001:2013	Certified QMS, ITSM, and ISMS
Time-to-Fill (standard roles)	≤ 7 business days (target)	Program KPI benchmark
Offer Acceptance Rate	≥ 90% (target)	Program KPI benchmark
90-Day Retention Rate	≥ 95% (target)	Structured onboarding & check-ins
Replacement Rate	≤ 5% (target)	High-caliber vetting & oversight
Client Satisfaction	≥ 4.5/5 (target)	Post-engagement surveys
Background Checks & Drug Screens	Typical 24-hour turnaround	HHS-certified provider; turnaround may vary by scope
Employment Eligibility Compliance	E-Verify & I-9 verification	Department of Homeland Security E-Verify adherence
Security Clearances	Top Secret cleared facility	Corporate HQ clearance readiness
Drug & Alcohol Policy Compliance	Pre-employment & random testing	WVDOT policy adherence; confidentiality enforced

Elegant Solutions aims to be the premier provider of cutting-edge IT solutions, consistently surpassing client expectations through innovation, supporting the professional growth of our employees, and maintaining the highest standards of quality, diversity, and global impact. We strive to set the benchmark for leadership and excellence in the ever-evolving staffing industry. Our focus is on cultivating a dynamic, diverse workforce, driving innovation, and ensuring unparalleled quality. Above all, we are committed to driving our clients' success while fostering an environment where our team can thrive and grow professionally.

Our Service Methodology: Elegant Solutions is dedicated to implementing the latest ITIL best practices

for IT Service Management, recognizing its widespread acceptance and effectiveness in aligning IT services with business needs. With a focus on continual improvement, we leverage ITIL's cohesive set of best practices drawn from international sectors to drive efficiency and effectiveness in IT service delivery. Our team comprises exceptionally qualified personnel, equipped with appropriate certifications, training, and security clearances, ensuring exceptional support tailored to our clients' needs. With extensive experience in secure environments and a commitment to innovation, our technology offerings are meticulously planned to adapt to diverse business requirements, delivering unique solutions. With a



dedicated team of software and application professionals, Elegant Solutions is poised at the forefront of the global IT community, driving impactful solutions for our clients.

Integrated Service Suite

Elegant Solutions offers a comprehensive suite of staffing services, with Temporary Hiring being a key offering. We provide skilled professionals for both short- and long-term projects, ensuring flexibility without the commitment of permanent hires. Our strength lies in delivering results-oriented professionals, saving clients on indirect costs and handling all compliance responsibilities, including remuneration, insurance, and legal requirements. Our rigorous screening process ensures only the best candidates are selected. For clients considering a long-term workforce but uncertain about permanent hiring, our Temp-to-Hire service offers the flexibility to convert temporary employees into permanent hires after successful completion of their contracts. Our Direct Hire service is ideal for clients requiring full-time, long-term employees, where we conduct a customized talent search and manage the hiring process, ensuring alignment with both professional qualifications and company culture.

Our service offerings include Temporary Staffing, Temp-to-Hire, and Direct Hire solutions, supported by on-site workforce management and flexible staff augmentation models. We deploy experienced on-site managers to oversee recruitment coordination, onboarding, timekeeping, attendance monitoring, performance oversight, issue resolution, and workforce reporting, relieving clients of day-to-day HR and supervisory tasks. Elegant Solutions supports project-based, role-based, time-bound, and seasonal staffing needs, with on-site, near-site, and remote workforce options. Our expertise spans administrative support, clerical and office services, customer service, call center operations, accounting and finance support, records management, data entry, logistics coordination, and general labor staffing, enabling organizations to scale efficiently while maintaining productivity, compliance, and cost control. Below is the list of the key areas where we have expertise in providing services to our clients:

Our Expertise	
<p>IT Staffing & Resource Augmentation</p> <ul style="list-style-type: none"> On-Demand Technical Resource Provisioning Multi-Role Staffing Across 15 Classifications Rapid Candidate Sourcing & Screening Delivery Order-Based Staffing Support Resource Deployment & Onboarding 	<p>Technical Talent Management & Delivery</p> <ul style="list-style-type: none"> Skill-Based Candidate Evaluation Resume & Qualification Validation Certification & Documentation Verification Resource Performance Monitoring Timesheet Tracking & Compliance
<p>IT Systems Support & Enhancement Services</p> <ul style="list-style-type: none"> Mainframe (DB2/VSAM) Support Staffing Oracle & SQL Server Database Support Application Development & Maintenance GIS Systems & Data Support System Enhancements & Modifications 	<p>Knowledge Transfer & Mentoring Support</p> <ul style="list-style-type: none"> Shadowing Support for Agency Staff Technical Knowledge Transfer Sessions On-the-Job Training Facilitation Process & System Familiarization Continuous Learning Support
<p>Service Continuity & Resource Replacement</p> <ul style="list-style-type: none"> Proactive Resource Backup Planning Rapid Replacement Candidate Pipeline Transition & Handover Management Minimal Service Disruption Assurance Replacement Within Defined Timelines 	<p>Compliance & SLA Adherence</p> <ul style="list-style-type: none"> 48-Hour Request Acknowledgement 10-Day Candidate Submission Compliance Timesheet Submission & Approval Adherence Agency Policy & Security Compliance Documentation & Reporting Compliance

Comprehensive Innovative Consulting Solutions: We provide integrated technology and talent solutions that create synergy between business goals and technical capabilities. This is achieved by offering both strategic IT advisory to guide solution architecture and agile talent acquisition services to build the high-velocity teams required for execution.

- **AI-Powered Competency Mapping:** Our proprietary Talent Intelligence (TI) platform focuses on skills-based hiring, using AI to map validated candidate competencies against granular project roles. This competency mapping achieves a 95% first-time match accuracy and actively works to mitigate unconscious bias in the hiring lifecycle.
- **On-Demand Strategic Advisory:** We provide flexible, on-demand engagement models, offering access to a curated network of vetted technology executives and niche Subject Matter Experts (SMEs). This delivers high-impact strategic advisory and fractional leadership (e.g., vCIO, vCISO) at up to 60% less than the cost of a full-time executive hire.

- **Managed Solution Delivery:** We provide fully managed, outcome-driven project teams and cross-functional pods. This comprehensive service includes talent curation, agile project management, and robust project governance, providing end-to-end accountability for deliverables and accelerating time-to-value by an average of 20% over traditional staff augmentation.
- **Strategic Diversity & Inclusion (DE&I):** Our inclusive DE&I framework utilizes AI-powered tools to mitigate unconscious bias, increasing the representation of qualified diverse candidates in shortlists by up to 40%. We build robust diverse talent pipelines by partnering with dozens of diversity-focused talent communities, ensuring teams benefit from the superior innovation and problem-solving driven by true cognitive diversity.
- **Accelerated Talent Integration:** Every placement is supported by a structured, immersive onboarding experience (OBX) designed collaboratively with the client. This focus on seamless talent integration and effective knowledge transfer (KT) reduces time-to-productivity by up to 50%, ensuring accelerated value creation from day one.



Elegant Solutions brings a disciplined, performance-driven delivery model designed to meet the operational, governance, and accountability expectations of public-sector organizations. Our approach emphasizes predictable staffing performance, continuity of service, and risk-controlled execution, supported by measurable metrics and transparent oversight. The Executive Performance Scorecard highlights how these capabilities translate into consistent results, while our local economic impact commitments demonstrate a balanced focus on community benefit, workforce stability, and best-value service delivery. Together, these elements reflect Elegant Solutions' ability to operate as a low-risk, high-accountability partner aligned with executive leadership and WVDOT oversight priorities.

Executive Performance Scorecard				
The scorecard below presents a concise, results-driven view of Elegant Solutions' ability to deliver reliable staffing, operational continuity, and risk-controlled performance in support of mission-critical engagements. Each metric reflects proven operational discipline, governance maturity, and sustained delivery performance.				
Performance Area	KPI	Target / Contract Standard	Demonstrated Performance	Value to WVDOT
Staffing Responsiveness	Time-to-Fill	≤ 10 business days	5–8 business days on average	Rapid deployment minimizes service gaps, reduces onboarding delays, and ensures continuity of critical operations.
Service Continuity	Replacement SLA	≤ 5 business days	2–3 business days	Ensures uninterrupted service delivery and minimizes operational disruption during staff transitions.
Workforce Stability	Annual Attrition Rate	≤ 10%	Less than 6%	Stable workforce reduces retraining costs, preserves institutional knowledge, and maintains consistent service quality.
Compliance & Audit Readiness	Compliance Adherence Rate	100% compliance with contractual and regulatory requirements	100% audit-ready delivery with no material findings	Reduces compliance risk, supports audit confidence, and ensures adherence to security, labor, and contractual obligations.
Governance & Oversight Snapshot				
<ul style="list-style-type: none"> • Prime-led governance with a single accountable Program Manager 				

- Documented escalation, issue resolution, and corrective action procedures
- Monthly operational reports and quarterly executive performance reviews
- Continuous improvement driven by KPI trend analysis and stakeholder feedback

Executive Outcome: Predictable staffing performance, minimized operational risk, and measurable accountability aligned with WVDOT oversight and public-sector governance expectations.

Explicit Local Economic Impact

Elegant Solutions is committed to delivering measurable local economic benefit through responsible staffing, recruiting, and service delivery practices. Our approach supports the local workforce and regional service ecosystem while maintaining best-value pricing and performance for the WVDOT.

Impact Area	Elegant Solutions Commitment	Direct Benefit to the WVDOT
Local Hiring	Prioritizes qualified local and regional candidates for deskside and help desk roles whenever feasible.	Supports local employment and builds institutional familiarity within WVDOT Council offices.
Local Recruiting Channels	Leverages local recruiters, regional job boards, and community-based sourcing networks.	Accelerates time-to-fill and improves candidate quality through localized sourcing.
WV-Based / Regional Resources	Maintains access to WV-based and regionally located technical resources for rapid response.	Faster on-site support and reduced reliance on remote-only staffing models.
Local Vendor & Partner Engagement	Coordinates with authorized local technology vendors and service partners as required.	Strengthens the local technology ecosystem and improves service responsiveness.
Knowledge Retention	Encourages longer tenure for locally placed resources through stability-focused staffing practices.	Reduces turnover, retraining costs, and operational disruption.

Local Value Statement: Elegant Solutions delivers reliable, high-quality IT support while contributing to the local workforce and economy without increasing cost, risk, or administrative burden to the WVDOT.

Key Factors that inspire clients to buy our services

Our record of performance of contracts with other government agencies or public bodies and with private industry include the following factors:

Service Quality Assurance	To ensure accountability, deliver high-quality services, and provide effective support, the Elegant Solutions HR Program Manager is fully authorized to oversee our support to WVDOT and acts as the primary point of contact for all government requests and inquiries. The Program Manager will coordinate staff assignments, prioritize tasks, establish schedules and deliverables, manage payments, and ensure the overall quality of services. Additionally, the Program Manager will monitor, review, and submit quality service deliverables, with all updates included in Monthly Status Reports and Meeting Minutes.
Provision of Highly Qualified Temporary Contract Workers	Client satisfaction is our top priority at Elegant Solutions. With our robust and reliable recruitment process, we are well-equipped to provide highly qualified temporary contract workers and ensure the successful and timely completion of projects within budget. We maintain an extensive pool of experienced consultants with specialized skill sets across various regions of the U.S. This growing database serves as a critical resource for fulfilling client needs. We leverage leading job portals (Dice, Monster, and CareerBuilder) and professional networks like LinkedIn to access the best talent in the market. Additionally, our recruitment process is customizable to meet the specific needs of each contract. <ul style="list-style-type: none"> • Dedicated Recruitment Manager: A dedicated recruitment manager oversees the entire recruitment process and coordinates a team focused on specific requirements. • Dedicated Recruitment Team: Our recruitment team works closely to source top talent for each assignment, with a strong emphasis on local recruitment, benefiting both the client and the resource.
Schedule Adherence	Our scheduling methodology incorporates a rigorous and repeatable process designed to ensure timely project completion. Supported by project and schedule management tools like Microsoft Project, our approach connects activities and events in a network of relationships to maintain focus and accountability. This structured approach allows us to effectively manage schedules and ensure deadlines are met.
Team Cooperation	Elegant Solutions team will fully cooperate in recruiting the most qualified candidates for the project, ensuring alignment with the client's needs and goals.
Responsiveness	Our team is committed to being highly responsive to any issues that arise during the course of the project. We maintain open lines of communication with WVDOT staff, addressing concerns promptly and ensuring effective coordination.

Candidate Testing and Pre-Employment Screening	Once candidates are selected, Elegant Solutions conducts thorough background checks and drug screenings. We perform reference checks, pre-employment background checks, and drug screens at an economical rate before onboarding any employee to client sites. These checks help verify the candidate's ability to meet the demands of the position.
Inclusion of M/W/DBE and Small Businesses	At Elegant Solutions, we actively promote the inclusion of Minority, Women, and Disadvantaged Business Enterprises (M/W/DBE) as subcontractors where applicable. We strive to create opportunities for these businesses to contribute and succeed within our projects.
Equal Employment Opportunity	Elegant Solutions is committed to diversity and does not discriminate based on race, religion, color, national origin, sex, age, pregnancy, disability, veteran status, citizenship, or any legally protected category during any phase of the employment process. We also adhere to all applicable federal, state, and local laws, ensuring fair treatment and equal opportunities for all employees.

Relevant Experience: Elegant Solutions has been in business for over 24 years, delivering comprehensive IT staffing and consulting services aligned with government requirements similar to those outlined by the West Virginia Department of Transportation (WVDOT). We are recognized for our strong track record of proficiency, adaptability, cost efficiency, and consistent delivery of high-quality technical resources across diverse IT environments. Through longstanding collaborations with state and public sector agencies, we have demonstrated our ability to support system enhancements, provide specialized technical expertise across platforms such as mainframe, database, and GIS environments, and augment internal teams through effective knowledge transfer and mentoring. Our experience spans providing qualified IT professionals for system development, maintenance, and operational support, ensuring seamless integration within client environments. Leveraging a disciplined staffing approach and a robust talent pipeline, Elegant Solutions has consistently met on-demand staffing needs under delivery order-based models, reinforcing our commitment to service continuity, responsiveness, and alignment with evolving agency objectives.



Elegant Solutions has the talent and experience to provide smooth system implementation, enhancement, upgrade, and production support initiatives. Our capabilities in providing high-quality on-demand IT Services in niche skill areas across the spectrum of information technology have resulted in hundreds of successful projects in several key areas. Elegant Solutions has expertise in providing IT services to State, Federal, Public, and Commercial sector clients like - the **Department of Water, the City of Philadelphia, the Oklahoma Department of Career and Technology Education, the Department of Transportation/ Maryland Transit Authority, Department of Environmental Quality, MT, Department of Labor, Licensing and Regulations, MD** etc.

Elegant Solutions has demonstrated its expertise across various industries. In the realm of Information Technology, the company has been a reliable partner for tech firms and software companies, offering tailored staffing solutions that empower businesses seeking digital solutions. In Finance and Banking, Elegant Solutions has played a pivotal role in delivering financial technology solutions and cybersecurity talent, supporting banks, financial institutions, and investment firms in achieving their technological goals securely. The telecommunications sector has benefited from Elegant Solutions' specialized IT staffing services, contributing to network optimization, IT infrastructure development, and software solutions. In the education domain, Elegant Solutions has made significant contributions by providing IT solutions tailored for educational institutions, facilitating the development of e-learning platforms, and seamless technology integration. As a trusted partner in government initiatives, Elegant Solutions has supported digital

transformation efforts, providing skilled professionals for various IT services within government departments and public sector organizations. Finally, in the transportation and logistics sector, Elegant Solutions has optimized operations by strategically staffing IT teams, aiding logistics companies and transportation service providers in achieving improved supply chain efficiency. These experiences underscore Elegant Solutions' commitment to delivering top-tier IT solutions across diverse industries.

Given below are the diverse clientele comprising prominent organizations across various industries and sectors that Elegant Solutions has served:

Elegant Solutions has extensive experience serving both government and commercial clients. We've partnered with state and federal agencies to boost efficiency and drive digital transformation, while also supporting businesses of all sizes with customized IT solutions. Our dual expertise allows us to navigate complex environments and consistently deliver exceptional service, building lasting relationships as a trusted IT Services partner.		
State	Agency	Services Provided
Staffing Services		
AZ	Maricopa County	IT Staff Augmentation and Consulting Services
AZ	University of Arizona	IT Staff Augmentation Services
CA	California Mass Agreement Schedule	IT Staff Augmentation
CA	Los Angeles County Office of Education	Temporary Information and Technology Professionals
CA	County of San Bernardino	Temporary IT Staffing Services
CA	South Coast Air Quality Management District	Temporary Employment services
CA	Superior Court of California, County of Orange	Temporary Staffing Services
CA	Judicial Council of California	Technical Staff Augmentation Services
CO	Adam 12 Star School	IT Staffing Prof Services
DC	Washington Metropolitan Area Transit Authority	Staff Augmentation
DE	State of Delaware	Professional Services Information Technology Project Staffing
Fed	Department of Commerce/ NOAA	Staff Augmentation
FL	Broward Sheriff Office	Prequalified IT Consultant Agreement
FL	Florida Housing Finance Corporation	Recruiting and Staffing Services
FL	Department of Management Services	Information Technology Staff Augmentation Services 3rd Bid
FL	Miami-Dade County Public Schools	Information Technology Consultants
FL	Palm Beach County	Professional Services Staffing for Information System Services
FL	Hillsborough County	IT Supplemental Staffing
GA	Georgia Tech Research Institute	Security Rated IT & Engineering Temporary Staffing Services
IL	Department of Innovation & Technology	IT Resource Providers - Annual Pre-Qualification Application - 2017
IL	City Colleges of Chicago	Technical Staff Augmentation Services
KS	Department of Administration	Temporary Staffing Services – Non-IT
KS	Department of Administration	Information Technology Temporary Staffing
LA	State of Louisiana, Division of Administration Office of Technology Services	IT Staffing Support
MA	University of MA	IT Staff Aug
MD	Anne Arundel County	IT Professional Services Procurements
MD	Administrative Office of the Courts	MJUD Master Contract – Staff Augmentation & Professional Consulting Services
MD	Baltimore County Public School	Information Technology Staffing Services
MD	Montgomery College	<ul style="list-style-type: none"> • Information Technology Contracting Services • IT System Management - Sr. Systems Engineer • Application Support & Software Engineering - Sr. Application Programmer • Application Support & Software Engineering - Software Engineer
MD	University of Maryland	Technology Staffing for the National Foreign Language Center
MD	Baltimore County Public School (BCPS)	IT Business Systems Analyst/ Project Manager

MN	City of Minneapolis	Staff Augmentation Consulting Service
NC	State of North Carolina	Short Term IT Staffing Open Enrollment
NJ	Schools Development Authority	Professional Technical Staffing Services
OH	Cuyahoga Metropolitan Housing Authority	Temporary Staff Augmentation and Recruiting
OH	City of Cincinnati	Citywide IT Staff augmentation Services
OH	Columbus Metropolitan Housing Authority	Contract Labor Services
OH	Ohio University	IT Employee Recruitment
OK	Oklahoma Management and Enterprise Services	IT Staff Augmentation Services
OK	University of Oklahoma	Annual IT Staffing and Consulting Services
OR	Washington County	IT Consulting Services and Staff Aug
OR	University of Oregon	Temp Staffing Services
PA	City of Philadelphia	Information Technology Staff Augmentation
SC	State of South Carolina	IT Temp Staff Augmentation Services
TX	Fort Bend Independent School District	Temporary Staffing
TX	Dallas Independent School District	IT Professional and Staff Aug
TX	Teacher Retirement System	Temporary Staffing Services
TX	Department of Information Resources	Information Technology Staff Augmentation Services
UT	State of Utah	Solutions Delivery Augmentation
VA	Virginia Lottery	IT Staff Augmentation
WA	Seattle Public Schools	Temporary Staffing Services
WA	Washington Technology Solutions (WaTech)	VMWare Admin
WV	Department of Administration	Prequalification Agreements IT Temp Staffing
WY	Department of Enterprise Technology Services	Resource Augmentation RFP
Consulting Services		
AZ	City of Phoenix	Information Technology Professional Services
AZ	Pima County Community College District	Information Technology Services and Consulting
AZ	City of Phoenix, Public Transit Department	Networking Professional Services
CA	California Department of General Services	Information Technology Consulting Services
CA	County of Santa Clara	Healthcare IT Prof Services
CA	County of Santa Clara	IT Prof Services
CA	City of Palo Alto	On-Call Project Support Services for IT
CA	CalPERS	Information Technology Consultants Spring-Fed Pool
CA	City of Los Angeles	Contract Programming Services
CA	San Mateo ISD	Professional and IT Services
CA	County of San Mateo	MSA
CA	City of LA Public Library	IT Professional Services
CA	City of Sunnyvale	Professional and Technical Support Services: <ul style="list-style-type: none"> • Group 1 – IT Strategic Planning, Process Redesign and Performance Benchmarking • Group 2, Infrastructure • Group 3 Information Security • Group 4 – Software/ Application/Database Development, Business Requirements Analysis, and Integration Services • Group 5 - Online Content and Collaboration / Enterprise Content Management Services • Group 7 - Business Intelligence, Data Analysis, Open Data and Enterprise Service Business Services • Group 9 - Artificial Intelligence (AI) Planning, Development, Consulting and Implementation Services • Group 10 - SmartCities and IoT
CA	City and County of San Francisco	Enterprise Resource Planning System Consulting Services
CA	Metropolitan Water District of Southern California	On Call IT Services
CA	Eastern Municipal Water District	As Needed Computer Services IBM Maximo CMMS Database Administration

		Microsoft SharePoint Online Managed Services
CA	Bay Area Air Quality Management District	Online Permit System Software Development Services
CA	Superior Court of California, County of Riverside	Microsoft SharePoint Consulting Services
CO	Governor's Office of Information Technology	Security Consulting
CO	Connect for Health Colorado	Information Technology, Software Development and Security Services
CO	Denver Public Schools	Consulting Professional Development Services
DC	NeighborWorks America	Project-based IT Solutions and Services
DE	New Castle County Government Center	Information Technology Services
FL	Department of Management Services	IV&V
FL	University of Central Florida	Temporary Labor Services
FL	Florida Municipal Power Agency	Information Technology Services
FL	Broward Sheriff	Library of IT Prof Services
FL	Pinellas County	Information Technology (IT) Resources for Business Technology Services Department
GA	Fulton County Schools	IT Professional Services
GA	Georgia Technology Authority	Information Technology Security Services
IA	State of Iowa	IT Managed Services
ID	State of ID	Statewide Information Technology Contracted Services
IL	University Of Illinois Systems	IT Recruiting and Professional Services
IL	METRA	Information Technology Consulting Services
IL	Cook County	IT Consulting - Application Development
IL	Office of the Illinois State Treasurer	IT Infrastructure Improvement Services
KS	Department of Admin	Information Technology Services
KS	Unified Government of Wyandotte County	IT Professional Services
LA	The Finance Authority of New Orleans (FANO)	Information Technology Support Services
MD	Department of Information Technology	Consulting and Technical Services + (CATS+)
MD	Maryland Health Benefit Exchange	IT Consulting and Technical Services IDIQ
MD	Columbia Association	On-Call Recruiting Services
MD	Housing Opportunities Commission of Montgomery County	Information Technology Professional Services
MD	Prince George County	Consulting and Technical Services (CATS II)
ME	State of Maine	Contract Information Technology Services
MI	Detroit Water and Sewage Department	IT & Project Resources
MN	SciQuest Portal	MNSITE 2.0
MN	State Court Administrator's Office	Professional IT technical and infrastructure services and IT application development and support services
MN	Hennepin County Information Technology	IT Consulting Services
MN	State Court Administrator's Office (SCAO)	MSA2015
MN	Hennepin County	2019_IT_Consulting_Services_Program
MN	Hennepin County Information Technology	IT Consulting Services
MO	Office of States Courts Administrator	IT Temporary Services - Qualified Contractor List
MO	Bi-State	On-Call IT Cons services
MO	Statewide	Statewide Project Based IT Consulting services
MO	Office of Administration, Division of Purchasing	Statewide Management Consulting Services QVL
MO	Office of States Courts Administrator	IT Temporary Services - QVL
MO	University of MO	Professional Consulting Services
MS	Information Technologies services (ITS)	Information Systems Consulting Services
MS	University of Mississippi Medical Center	Temporary Consulting and Technical Services
MT	State of Montana	IT Services
NC	Department of Information Technology	IT Services
ND	IT Department	IT Security Professional Services
ND	IT Department	SharePoint Consulting services
NV	Clark County	IT Tier 1 Professional Services
NY	Nassau County	Recruitment Services
NY	City of NY/ FISA	IT and Other Consultant Services
NY	County of Rockland	IT Consulting Services

NY	Empire State Development	Information Technology Goods and Services
NY	Human Resource Administration	Consulting Services, Position No. 54 & 60
NY	Oyster bay	IT Consulting Services
OK	Oklahoma Management and Enterprise Services	IT Risk, Security and Compliance
OK	Oklahoma Management and Enterprise Services	Deliverables Based IT Services
OR	Department of Administrative Services	Information Technology Consulting Services
OR	City of Eugene / Finance	Human Resources Consulting, Personnel Recruitment and Executive Search Consultants Qualified Pool
OR	City of Eugene / Finance	Software Development Consulting
PA	State of PA	Information Technology Services
SC	Beaufort County School District	Temporary IT Professional Services
SC	University of South Carolina	Oracle Peoplesoft Consultant Services
SC	Trident Technical College	Oracle Software Licenses and Support
TX	Plano Independent School District	Programming & Consulting Services
TX	City of Houston	Enterprise Application Support Services
TX	Harris County DOE	Contracted Services IT
TX	Region One Education Service Center	Professional Consultant Services
TX	The North Central Texas Council of Governments	Deliverables-Based Information Technology Services
TX	Corpus Christi Independent School District	Technical Consultant Services
TX	Dallas Independent School District	Information Technology Service Providers
UT	Utah Transit Authority	IT Professional and Technical Services
UT	State of Utah	Business Consulting Service
UT	State of Utah	IT Consulting Services
VA	Virginia Retirement System	Pen Testing
VT	Department of Buildings and General Services	Retainer Contract Opportunity for Information Technology (IT) Services
WA	Community Transit	On-Call IT Consulting Services Roster
WA	King County	ERP Systems Operations
WA	Health Benefits Exchange	Information Technology and Professional Services
WA	Department of Enterprise Services	Information Technology Professional Services
WA	Department of Enterprise Services	IT Project Management
WA	Department of Enterprise Services	Management Analysis Consulting Services
WA	Department of Enterprise Services	Business Analysis Services (NON-IT)
WA	Department of Licensing	Continuity of Operations/ Disaster Recovery

Placement Table: Our Placement Table efficiently tracks and manages talent placements across various projects and clients, providing a clear overview of candidates, their roles, qualifications, and assignment durations. This organized tool ensures transparency, streamlines operations, and aligns with client expectations, fostering long-term partnerships. Below is our placement table:

State	Client	Position Placed
CA	California Public Employees' Retirement System	Web Penetration Testing Services
CA	California Public Employees' Retirement System	Web Penetration Testing Services
CA	California Public Employees' Retirement System	Business Continuity Planning
CA	California Public Employees' Retirement System	Web Application Security Penetration Testing Consultant
CA	California Judicial	IT Developer
CA	California Judicial	Sr. Business Systems Analyst
CA	California Judicial	IT Project Manager
CA	Department of Health and Human Services	Sr. Business Systems Analyst
CA	Department of Health and Human Services	Technical Writer
CA	California State Teachers Retirement Systems	BI&DW Test Engineer
CA	Department of Motor Vehicle	Sr. Technical Lead
CA	County of Santa Clara	Application Developer
CA	County of Santa Clara	Senior Lead .NET Developer (Web/Windows)
CA	Los Angeles County Office of Education	Senior Developer
CA	Los Angeles County Office of Education	Senior Developer

CA	County of San Bernardino	Business Systems Analyst
CA	County of San Bernardino	Senior Software Developer
CA	County of San Bernardino	HCM Project Manager
CA	County of San Bernardino	HCM Programmer Analyst
CA	County of San Bernardino	Software Quality Assurance Tester
DC	Washington Area Metropolitan Transit Authority	Sr. Helpdesk Technician
DC	Washington Area Metropolitan Transit Authority	Trainer – Senior Level
DC	Washington Area Metropolitan Transit Authority	Business Analyst
FL	Department of Health, Division of Medical Quality Assurance, Bureau of Operations	Data Warehouse Business Intelligent Specialist
FL	Florida Department of Environmental Protection	Business Analyst
ID	Department of Health and Welfare	Business Process Analyst
ID	Department of Transportation	Data Warehouse Business Intelligence
ID	Department of Health and Welfare	Business Process Analyst
ID	Department of Health and Welfare	Software Engineer/ Java Developer
ID	Department of Health and Welfare	Senior Quality Assurance Analyst
ID	Department of Health and Welfare	IT Project Manager
ID	Commerce and Labor	Software Engineer/ ASP.Net Developer
ID	Department of Land	Business Systems Analyst
ID	Department of Land	Project Manager
ID	Department of Lands	Software Tester
ID	Department of Administration	Software Engineer 2
MD	Department of Labor, Licensing and Regulation (DLLR)	MDOCS project - Technical staffing services to provide support for database, application and supporting applications
MD	Department of Labor, Licensing and Regulation (DLLR)	ForeClosure project - Application Development Services
MD	Maryland Transportation Authority (MDTA)	Provide support, management and installations for web server systems and associated web services
MD	Maryland Department of Transportation (MDOT)	Subject Matter Expert
MD	Administrative Office of the Courts (AOC)	Application System support
MD	Administrative Office of the Courts (AOC)	Business Systems Analyst
MD	Maryland Health Benefit Exchange	Subject Matter Expert
MD	Maryland State Department of Education	Senior Web Strategist & User Experience (UX) Architect/Architect, Internet/Web
MD	Department of Information technology	OSM- Cyber Engineer
MD	The Accountability and Implementation Board (AIB)	Website Design/Administrator
MD	Maryland Department of Information Technology	Local Cybersecurity Coordinator
MD	Department of Environment	Business Analyst
MD	Department of Environment	Application Developer
MD	Maryland Department of Information Technology – Office of Security Management	Information Security Officer/Subject Matter Expert
MD	Maryland State Retirement and Pension System	Application Developer
MN	Department of Public Safety	.Net Development services
MN	City of Minneapolis	Mobile Device Management Analyst
MO	Office of State Courts Administrator	Business Analyst
MO	Department of Elementary and Secondary Education	Database Administrator 3
MO	Department of Mental Health	Application Developer
MS	MDEK12 – Mississippi Department of Education	SharePoint Administrator
MS	MDEK12 – Mississippi Department of Education	Quality Assurance Analyst
MS	MDEK12 – Mississippi Department of Education	Azure Data Engineer
MS	MDEK12 – Mississippi Department of Education	Developer
MS	Mississippi Department of Environmental Quality	MSWIS
MS	MS Division of Medicaid	Project Manager
MS	Mississippi Department for Human Services	Programming Analyst
MS	MDEK12 – Mississippi Department of Education	SQL DBA Admin

MS	MIS Division - MS – Mississippi Department for Human Services	Agile Scrum Lead
MT	Department of Environmental Quality	.Net Developer/ DBA/Architect
NC	Department of Health and Human Services	Technical Specialist- Senior (EHR Access BI Developer)
NC	Department of Health and Human Services	Technical Specialist- Senior (EHR RCM BI Developer)
NC	Department of Health and Human Services	Technical Specialist- Expert (EHR Analytics PM)
NC	Department of Health and Human Services	Technical Specialist- Expert (EHR Epic Analyst)
NC	Department of Health and Human Services	Technical Specialist- Expert (EHR Epic Analyst)
NC	Department of Health and Human Services	DHHS EHR Rev Cycle PM
NC	Department of Health and Human Services	Technical Specialist- Expert (EHR Epic Analyst LTC)
NC	Department of Health and Human Services	Technical Specialist- Expert (Epic Conversion Analyst)
NC	Department of Health and Human Services	Program Director- Expert
NC	Department of Health and Human Services	Technical Specialist- Expert (EHR Epic Analyst)
NC	Department of Health and Human Services	NCDHHS-Business Analyst- Expert
NC	Department of Health and Human Services	Technical Specialist- Expert
NC	Department of Health and Human Services	Technical Specialist- Expert (Epic Analyst Beaker)
NC	Department of Health and Human Services	Technical Specialist- Expert (EHR Epic Analyst)
NC	Department of Health and Human Services	Technical Specialist- Expert (EHR Epic Analyst)
NC	Department of Health and Human Services	Technical Specialist- Expert (EHR Epic Analyst)
NC	Department of Health and Human Services	Technical Specialist- Expert (EHR Epic Analyst)
NC	Department of Health and Human Services	Program Director- Expert
NC	Department of Health and Human Services	Technical Specialist- Expert (EHR Epic Analyst)
NC	Department of Health and Human Services	EHR- Specialist- Expert (Epic Principal Trainer)
NC	Department of Health and Human Services	Specialist- Jr (Epic Principal Trainer)
NC	Department of Health and Human Services	Technical Specialist- Expert (Epic Bridges Analyst)
NC	Department of Health and Human Services	Technical Specialist- Expert (EHR Epic Rev Cycle Analyst)
NC	Department of Health and Human Services	Technical Specialist- Expert
NC	Department of Health and Human Services	Technical Specialist- Expert (EHR Epic Analyst)
NC	Department of Health and Human Services	Specialist- Junior (Epic Principal Trainer)
NC	Department of Health and Human Services	Technical Specialist- Expert (HB, PB, Claims Analyst)
NC	Department of Health and Human Services	Specialist- Junior (Epic Principal Trainer)
NC	Department of Health and Human Services	Technical Specialist- Expert (EHR Patient Access Analyst)
NC	Department of Health and Human Services	PSO IT Security Specialist
NC	Department of Health and Human Services	Technical Specialist- Expert (Epic Training Manager)
NY	NY City Human Resources Administration (HRA)	.Net Developer and COGNOS Developer
NY	Department of Social Services/Human Resources Administration	Senior Business Analyst/IT Consultant
NY	New York City Employees' Retirement System	Project Management Services
OH	City of Cincinnati, OH	Software Programmer
OH	Oklahoma Public Employees Retirement System	Senior Business Analyst
OK	Oklahoma Department of Career and Technology	Project Management Services
OK	Oklahoma Department of Career and Technology	Technical Writing Services
OK	Oklahoma Department of Career and Technology	Database Administration Services
OK	Supreme Court of OK	Database Administration Services
OR	Washington County, OR	Share Point Admin
OR	Washington County, OR	Oracle EBS Analyst
PA	City of Philadelphia	Database Programmer
PA	City of Philadelphia	Trainer
PA	City of Philadelphia	Administrative Assistant

PA	City of Philadelphia	Sr. Project Manager
TX	Corpus Christi Independent School District	Programming services along with designing, developing and upgrading software programs
TX	Richardson Independent School District	Business Analyst
TX	City of Houston, TX	Service Now Consulting
TX	City of Houston, TX	Cyber Security Consulting
TX	City of Houston, TX	Project Management
TX	City of Houston, TX	Application Development Support
TX	City of Houston, TX	Database Administration Support
TX	Dallas Independent School District	Project Manager
TX	San Antonio Housing Authority (SAHA)	Technical Support Services
TX	TX Health and Human Services Commission (HHSC) Enterprise	Programmer/ Developer Analyst
TX	TX Health and Human Services Commission (HHSC) Enterprise	Business Analyst
TX	TX Health and Human resource	Programmer/Developer Analyst
TX	Texas Education Agency	Programmer/Developer
VA	Arlington County	Technical Support Specialist
VA	Virginia Retirement System	Pen testing
WA	King County	Senior Functional Analyst
WA	King County	ERP/ Cloud Integration Manager/ Coordinator
WA	Washington Health and Benefit Exchange	Test Automation Developer-EDI Resource
WA	Washington State Department of Transportation	Journey Web Application Developer
Fed	Mission Support Alliance	Project Manager
Fed	National Institute of Health	SharePoint Development
Fed	Department of Navy	Admin Assistant
Fed	US Department of Interior (NPS)	Senior Administrative Assistant
Fed	Pacific Northwest National Laboratory	Software Engineer
Fed	US Department of Interior	Oracle Support
Fed	Centers for Disease Control and Prevention	IT Helpdesk
Fed	National Institute of Health	SharePoint Development
Fed	National Park Services	M&S Clerical

1.2 Role-Based Qualification Compliance

Elegant Solutions maintains a continuously refreshed pipeline of pre-qualified candidates aligned with all required classifications.

Role	Key Requirements	Elegant Capability	Availability
Senior Mainframe Analyst	COBOL, CICS, JCL	10+ candidates with 8–15 years experience	Immediate
Oracle DBA	RMAN, PL/SQL, UNIX	Certified DBAs with public sector experience	3–5 days
SQL Server DBA	Backup, tuning	Enterprise-level DBAs	3–5 days
GIS Developer	ESRI, ArcGIS	GIS specialists with DOT experience	5–7 days
PC Programmer Analyst	.NET, SQL	Full-stack developers	3–5 days

All candidates undergo technical validation, reference checks and compliance verification prior to submission.

1.3 Demonstrated Staffing Experience across Required IT Classifications

1.3.1 Experience #1: OALM Dashboard Support Services

Entity Name	National Institutes of Health (NIH), The Office of Acquisition and Logistics Management (OALM)
Period of performance	Dec 2020 – Dec 2025
Contact Details	Name: Johnny Reid Phone: 301.594.4828 Email: johnnie.reid@nih.gov
Scope of Services provided	Elegant Solutions provided comprehensive IT staff augmentation and technical support services for the OALM Dashboard, a mission-critical SharePoint-based system supporting NIH's acquisition and logistics operations. Our team delivered highly skilled resources to support system analysis, application development, database management,

	workflow automation, and performance optimization within a complex, multi-system environment. We supported integration with multiple internal systems, ensured data accuracy and system reliability, and enhanced user experience through continuous improvements. Additionally, we provided ongoing production support, security and compliance alignment, and proactive system monitoring to minimize downtime. Our resources also facilitated knowledge transfer, mentoring, and end-user training, ensuring NIH staff could effectively operate and maintain the system. All services were delivered in alignment with a structured, on-demand staffing model, ensuring responsiveness, continuity, and adherence to evolving project requirements.
Candidate Placed	We deployed a collaborative team of technical experts to support system operations, enhancements, and user support, including: <ul style="list-style-type: none"> • Senior PC Programmer Analysts • PC Programmer Analysts • Application SQL Server Database Administrators • Application Oracle Database Administrators

1.3.2 Experience #2: Maryland Overpayment Case Management System (MDOCS) And PC/Web Programming Support Personnel

Entity Name	State of Maryland, Department of Labor, Licensing and Regulation
Period of performance	Apr 2015 – Dec 2025
Contact Details	Name: Tara Murphy Phone: 410-767-2882 (office), 410-207-6210 (cell) Email: tara.murphy@maryland.gov
Scope of Services provided	Elegant Solutions provided comprehensive IT staffing and technical support services for the Maryland Overpayment Case Management System (MDOCS), supporting the Department’s efforts to modernize, enhance, and maintain a large-scale case management platform for unemployment insurance overpayments. The scope included provisioning highly skilled technical resources to support application development, system enhancements, database administration, and ongoing maintenance of both legacy and modernized environments. Our team supported migration of legacy systems to updated platforms, development and maintenance of web-based applications, integration of databases and document management systems, and implementation of automated workflows to improve case processing efficiency. Additionally, Elegant Solutions provided resources to strengthen system security, ensure compliance with regulatory requirements, and enable seamless data sharing across departments. The engagement also included continuous troubleshooting, performance optimization, reporting support, and knowledge transfer to agency personnel, ensuring sustained system reliability, scalability, and operational continuity within a complex, multi-technology environment.
Candidate Placed	Elegant Solutions provided highly skilled resources aligned to relevant technical classifications, including: <ul style="list-style-type: none"> • Senior PC Programmer Analyst • PC Programmer Analyst • Senior Application SQL Server Database Administrator • Application SQL Server Database Administrator • Mainframe Application Analyst

1.3.3 Experience #3: GIS Application Development & Database Support Staffing Services

Entity Name	Orchestra Technologies
Period of performance	May 2023-Jul 2025
Contact Details	Name: Neeraj Narang Phone: 443-333-8177 Email: nnarang@orchestratechnologies.com
Scope of Services provided	Elegant Solutions provided specialized IT staffing services focused on GIS application development and database support to assist Orchestra Technologies in enhancing and maintaining geospatial systems. Under this engagement, we sourced and deployed highly qualified GIS and database professionals to support application development, system enhancements, and data management activities within a client-server environment. The team contributed to improving GIS application functionality, ensuring data accuracy, and supporting ongoing system operations. Our services included candidate screening, qualification validation, and timely deployment aligned with project

	requirements, along with continuous coordination to ensure performance, knowledge transfer, and seamless integration with the client's internal teams.
Candidate Placed	We provided qualified technical professionals across the following roles: <ul style="list-style-type: none">• GIS Architect• Senior GIS Application Developer• GIS Application Developer• Senior GIS Database Administrator• GIS Database Administrator

2 VENDOR RESPONSIBILITIES

2.1 Rate Card Submission & Qualified Candidate Presentation

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

Elegant Solutions acknowledges and fully complies with the requirement to provide competitive and transparent hourly rates for each position classification for which we intend to submit candidates. Our rate structure is developed based on current market benchmarks, regional labor conditions, and role-specific expertise to ensure best value to WVDOT while maintaining high-quality service delivery.

For each staffing request, Elegant Solutions will submit candidates whose qualifications meet or exceed all requirements specified in the RFQ, including education, experience, technical competencies, and any role-specific criteria. Each candidate submission will include a comprehensive profile detailing relevant skills, work history, certifications, and demonstrated experience aligned with the requested classification.

To ensure accuracy and compliance, all candidates undergo a rigorous multi-step validation process prior to submission, including technical screening, qualification verification, and internal quality review. This ensures that only fully qualified, job-ready candidates are presented to the Agency.

Additionally, Elegant Solutions maintains consistency between proposed rates and candidate qualifications, ensuring that pricing reflects the level of expertise and market competitiveness without compromising quality. Our approach minimizes evaluation risk for WVDOT by providing clearly aligned, compliant, and well-documented candidate submissions for each delivery order.

2.2 Timely Staffing Fulfillment & Responsiveness Commitment

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

Elegant Solutions acknowledges and fully complies with the requirement to provide qualified staffing resources in accordance with Agency requests, including the specified duration, level of effort, and role-specific requirements defined within each Delivery Order. We are committed to delivering a highly responsive and reliable staffing solution that consistently meets or exceeds the timelines and performance expectations established by WVDOT.

We recognize that timely fulfillment of staffing requests is critical to maintaining operational continuity and that failure to meet these requirements may result in contractual consequences, including termination. To mitigate this risk, Elegant Solutions employs a proactive delivery model supported by dedicated recruiting teams, a pre-qualified candidate pipeline, and real-time SLA tracking to ensure dependable resource availability and on-time submissions.

Our approach emphasizes clear and continuous communication, rapid issue resolution, and accountability at all levels of delivery. Through structured governance and performance monitoring, we ensure that all staffing activities remain aligned with Agency priorities and contractual obligations.

The following sections present our detailed technical approach and program framework tailored specifically to WVDOT's requirements. This includes our comprehensive staffing strategy, clearly defined roles and responsibilities, and an execution model designed to ensure efficient, compliant, and high-quality service delivery. Our approach is purpose-built to minimize risk, enhance responsiveness, and support the successful achievement of WVDOT's operational objectives.

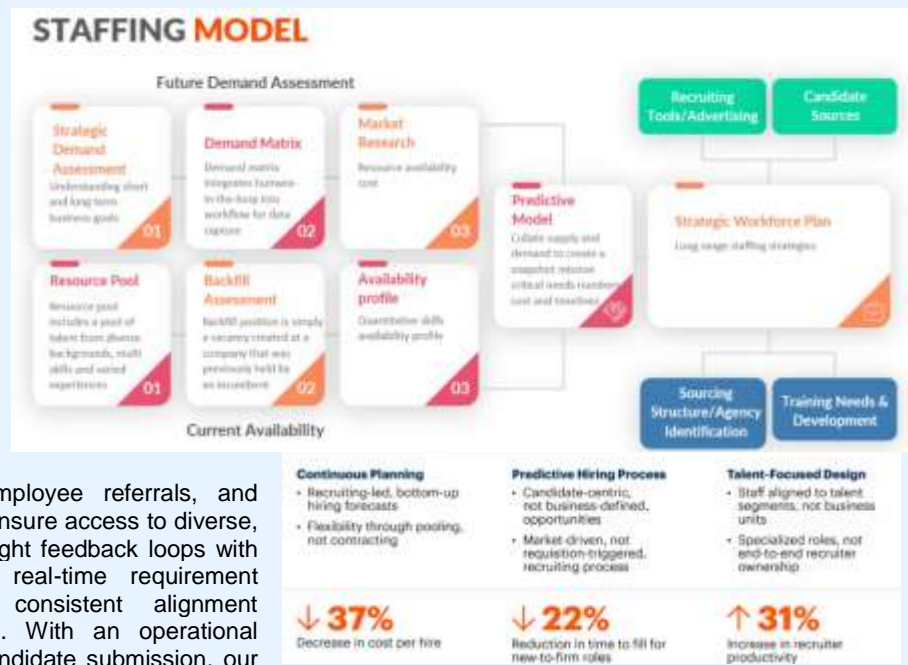
Our Staffing Approach

Staffing Plan: Elegant Solutions redefines the standards of recruitment by deploying a specialized model engineered for superior speed, efficiency, and quality, setting us apart from competitors who adhere to a traditional full-lifecycle approach. Our process is strategically bifurcated to maximize expertise: it launches with a dedicated Sourcing Analyst who meticulously scours diverse talent pools to identify and filter only the most promising resumes. These high-potential candidates are then strategically matched with a specialized Recruiter whose deep industry knowledge

aligns with the specific role. This allows our recruiters to dedicate 100% of their time to the critical task of interviewing and qualifying candidates, conducting comprehensive evaluations via phone, video, or in-person meetings. During these interviews, we move beyond the resume, employing sophisticated behavioral and situational techniques to rigorously assess problem-solving abilities, analytical skills, and performance under pressure, alongside core factors like technical proficiency and communication. This commitment to meticulous due diligence at every stage ensures we deliver exceptionally qualified talent with unparalleled efficiency, providing high-caliber staffing solutions at competitive market rates

Recruitment Methodology: At Elegant Solutions, we bring over 24 years of proven expertise in delivering high-performance IT staffing solutions that are precisely aligned with the technical, functional, and cultural demands of our clients. Our industry-specialized recruiters are more than talent sourcers they act as strategic workforce advisors, using competency-based evaluation frameworks, behavioral screening, and deep technical vetting to identify candidates who meet the most nuanced project requirements. Leveraging a continuously updated proprietary Talent Intelligence Platform, we tap into an expansive ecosystem of cleared, certified, and niche-skilled professionals, enabling rapid identification and deployment across federal, state, and commercial engagements.

Our agile recruitment methodology is anchored in multi-channel sourcing spanning targeted job boards, DE&I networks, employee referrals, and professional associations to ensure access to diverse, top-tier talent. We maintain tight feedback loops with hiring managers, enabling real-time requirement calibration and ensuring consistent alignment throughout the engagement. With an operational benchmark of 24–48-hour candidate submission, our team, supported by a dedicated Staffing PMO, accelerates delivery without compromising quality. Whether it's a high-security clearance need, legacy system support, or next-gen tech deployment, Elegant Solutions delivers flexible, scalable, and results-driven staffing support that fuels sustained client success.



Strategic Pillar	Methodology Overview	Tools & Techniques	Client Benefits & Outcomes
Continuous Planning	Recruitment is driven through bottom-up forecasting by recruitment teams rather than top-down static planning. This approach enables early identification of talent gaps and promotes the development of proactive talent pools to meet future workforce needs.	Workforce planning software, labor market intelligence platforms, internal skills inventories, capacity modeling tools	Significant reduction in cost-per-hire due to reduced reliance on last-minute sourcing, better preparedness to meet hiring surges, and alignment with workforce planning strategies.
Predictive Hiring	The recruitment process is reoriented to be market-driven and opportunity-based, not solely triggered by requisitions. This ensures the pipeline is built based on anticipated needs and available talent in the labor market.	Predictive analytics, passive talent engagement tools, CRM (Candidate Relationship Management) systems	Reduction in time-to-fill for new and hard-to-source roles, improved responsiveness to dynamic business needs, and greater access to top-tier passive candidates.
Talent-Focused Design	Recruiters are aligned with specific talent segments (e.g., technology, administration, operations) instead of business units. This functional alignment deepens their expertise in	Talent segmentation models, recruiter specialization frameworks, skills taxonomies	Increased recruiter efficiency and productivity, improved candidate-to-role alignment, and enhanced ability to meet complex, niche, or highly specialized hiring needs.

	targeted roles and ensures more accurate talent matching.		
Data-Driven Optimization	Recruitment processes are continually refined using actionable data insights. Regular analysis is conducted on sourcing channels, funnel conversion metrics, and recruiter performance to optimize strategy.	Applicant Tracking Systems (ATS), recruitment analytics dashboards, machine learning-based reporting tools	Evidence-based improvements in hiring strategies, real-time visibility into recruitment health, and data-informed decision-making across all stages of the recruitment cycle.
Client Centric Sourcing	Diversity, Equity, and Inclusion (DEI) is embedded into the recruitment lifecycle. This includes inclusive job descriptions, structured interview frameworks, and partnerships with diverse candidate sources to reduce bias.	DEI-focused job boards, blind resume screening tools, standardized interview question sets	Improved workforce diversity, increased access to underrepresented talent, and alignment with regulatory and organizational DEI objectives.
Technology-Enabled Workflow	End-to-end recruitment is supported by intelligent automation. Tools are leveraged for resume screening, interview scheduling, candidate communication, and progress tracking, reducing manual effort.	Robotic Process Automation (RPA), AI-powered screening systems, auto-scheduling tools, chatbots	Faster hiring cycles, reduced administrative overhead, improved scalability, and enhanced recruiter focus on relationship-building and high-value activities.
Candidate Experience Focus	The recruitment experience is designed to prioritize transparency, responsiveness, and personalization. Communication with candidates is consistent and respectful, and feedback is actively collected to improve experience quality.	Candidate portals, satisfaction surveys, feedback loops, Net Promoter Score (NPS) tools	Higher candidate engagement and satisfaction, strengthened employer branding, and increased likelihood of candidate referrals and reapplications.
Post-Hire Intelligence Loop	Continuous feedback is gathered post-hire to evaluate quality-of-hire, cultural fit, and onboarding success. Insights are used to refine job descriptions, selection criteria, and recruiter practices.	Quality-of-hire analytics, 30/60/90-day check-in tools, hiring manager evaluation forms	Long-term improvement in hire effectiveness, stronger alignment between candidate expectations and role demands, and ongoing refinement of the recruitment lifecycle.

Recruitment Approach: At Elegant Solutions, our staffing life cycle is an engineered framework designed not merely to fill positions, but to strategically build a workforce that drives your agency's success. We have replaced the traditional, slow-moving recruitment model with a specialized and agile approach that maximizes speed, quality, and efficiency. Our entire methodology is visualized below. This is how we consistently deliver elite, fully-vetted talent faster than the competition.

Phase I: Strategic Foundation & Planning - The foundation of our success lies in diligent preparation and strategic foresight. We begin by defining the precise needs of the organization to ensure our search is targeted and efficient from day one.

- **Workforce Planning:** We anchor our process in strategic workforce planning, analyzing organizational objectives to forecast future talent requirements and proactively address critical skill gaps.
- **Job Analysis & Position Description:** Through rigorous job analysis, we define roles with absolute precision. This results in crystal-clear position descriptions that align expectations for both our hiring teams and prospective candidates.
- **Recruitment Planning:** We develop a targeted recruitment strategy for every role, defining the budget, timeline, and optimal sourcing channels from job boards to social media and professional referrals to attract the best possible talent.

Phase II: Talent Acquisition & Rigorous Vetting - With a clear strategy in place, we execute a multi-channel search and a multi-stage vetting process to ensure we identify not just qualified candidates, but the right candidates.

- **Sourcing & Attraction:** Leveraging our strong employer brand, our proactive sourcing strategy engages a diverse pool of top-tier candidates across multiple platforms, positioning us as a premier workplace.
- **Candidate Screening & Selection:** All applicants undergo a meticulous screening process. Shortlisted candidates then proceed to structured interviews and holistic assessments designed to evaluate skills, experience, and alignment with our core values.
- **Reference Checking:** To ensure the utmost reliability and validate professional history, we conduct thorough reference checks as a critical step in our due diligence process.

Phase III: Seamless Integration & Onboarding - Securing top talent is only half the journey. We ensure a smooth transition from candidate to valued employee through a supportive and structured integration process.

- **Job Offer & Pre-Employment:** We extend transparent job offers and manage all pre-employment necessities, including background checks and documentation, to create a seamless and professional transition into the company.
- **Onboarding:** Our comprehensive onboarding program is designed to fully immerse new employees in our company culture, providing the orientation and training necessary to foster a strong sense of belonging and set them up for immediate success.

Phase IV: Continuous Growth & Performance - Our commitment to our employees extends far beyond their first day. We invest in their long-term success, knowing that their growth fuels the organization's growth.

- **Performance Management:** We utilize a system of clear goals and continuous feedback to create a supportive environment where employees are empowered to excel and align their personal growth with organizational objectives.
- **Career Development & Training:** We champion continuous learning by providing robust training and professional development opportunities, ensuring we cultivate a highly skilled and motivated workforce poised for any future challenge.

Elegant Solutions' staffing process is a direct reflection of our unwavering commitment to excellence and innovation, meticulously designed to deliver superior results and foster lasting success. Once premier resumes are identified, they are strategically assigned to specialized recruiters whose deep expertise and industry experience align perfectly with the required skill set. This ensures that every candidate interaction is meaningful and insightful. Our recruiters then engage in a comprehensive qualification process, conducting detailed interviews via phone, in-person, or video conference to assess key parameters including availability, communication skills, technical proficiency, and cultural fit. Going beyond surface-level questions, we employ sophisticated behavioral and situational techniques to rigorously evaluate a candidate's analytical abilities, problem-solving acumen, and grace under pressure. This focused approach, where our recruiters dedicate 100% of their time to interviewing and qualifying candidates, guarantees an unparalleled level of due diligence. The following outline details how this robust process is specifically tailored to fulfill and exceed the requirements of the RFP.

Talent Acquisition - Elegant Solutions talent acquisition is more than just hiring; it's about building a workforce that drives innovation and achieves organizational goals. Our talent acquisition is a multifaceted process that extends far beyond the traditional hiring paradigm. It encompasses various stages, from strategic planning to compliance, that are crucial for organizations to attract, select, and retain top talent.



- **Strategic Planning:** Our talent acquisition begins with robust strategic planning. It involves defining HRT talent needs, aligning them with the organizational goals, and creating a roadmap for acquiring the right talent at the right time. This stage sets the foundation for a successful talent acquisition journey.
- **Assessment and Selection:** Identifying the right candidates is a critical step. Effective assessment methods, including interviews, skill tests, and personality assessments, help in gauging candidates' suitability for a role. Selection involves making data-driven decisions to ensure the best fit.
- **Hiring and Onboarding:** Our hiring process involves making the job offer, negotiating terms, and formalizing the employment relationship. A seamless onboarding experience is provided to ensure new hires integrate quickly into their roles and the organization's culture.
- **Talent Acquisition Advisory:** Our talent acquisition advisors provide strategic guidance, helping organizations navigate the complexities of talent acquisition. They offer insights into industry trends, market demands, and best practices, ensuring an informed and effective approach.
- **Employment Branding:** Employment branding is about showcasing our organization's unique culture and values. A strong employment brand attracts candidates who align with your mission and vision, making it easier to secure the right talent.
- **Tools and Technologies:** Talent acquisition relies heavily on cutting-edge tools and technologies, such as Applicant Tracking Systems (ATS), AI-driven sourcing tools, and video interviewing platforms. These innovations enhance efficiency and accuracy in the hiring process.
- **Metrics and Analytics:** Data-driven decision-making is the cornerstone of modern talent acquisition. Metrics and analytics provide insights into the effectiveness of your strategies, enabling continuous improvement and informed adjustments.

- **Talent Segmentation:** Organizations often target specific segments of the talent market. This involves tailoring recruitment efforts to meet the unique needs and expectations of diverse candidate groups.
- **Compliance and Legal Considerations:** Adhering to labor laws and ensuring a fair and equitable hiring process is essential. Compliance with regulations minimizes legal risks and promotes a diverse and inclusive workforce.
- **Planning and Strategy:** Effective talent acquisition requires a well-defined plan and strategy that adapts to evolving market conditions. Continuous planning and strategy refinement are vital for long-term success.
- **Recruitment Marketing:** Recruitment marketing leverages marketing techniques to attract and engage potential candidates. It involves creating compelling job descriptions, utilizing social media, and nurturing candidate relationships.

Sourcing: To meet resource requirements and deliver the best candidates while ensuring maximum alignment with our client's needs, we employ the following strategies:

- **Leverage Existing Employees/Consultants:** Our established pool of pre-screened, reliable, and proven performers is an asset. When a client's requirements align with available resources, our managers carefully evaluate each candidate's suitability using our internal screening guidelines before proposing them to the client.
- **Utilize Incumbent Staff (When Applicable):** Clients often prefer retaining incumbent staff due to their familiarity with the client's environment or customized applications. We maintain a proactive hiring policy to ensure seamless transitions and continued service delivery.
- **eRecruiter Portal:** Our internal eRecruiter portal houses a continually updated database of resumes across various skill sets and experience levels. It has evolved over the past seven years and is regularly refreshed to align with current and future resource needs. The portal also includes industry-standard salary data and labor categories tailored to the regions we serve.
- **External Talent Sourcing:** We source talent from five major electronic job boards Monster, Dice, Corp to Corp, LinkedIn, and CareerBuilder. Additionally, our recruitment team utilizes networking, references, and domain-specific forums, and participates in job fairs to further expand our candidate pool.
- **Pre-qualified Subcontractors:** While we often provide resources directly, we also collaborate with trusted subcontractors to augment our staffing capabilities. We categorize our partners into three tiers: Tier 1 - Technology Partners, Tier 2 - Staffing Partners, and Tier 3 - Prospective Partners. Our Tier 1 and 2 subcontractors have demonstrated proven expertise and reliability in meeting staffing and technical support needs.



This multi-channel approach ensures we provide the right talent to meet client requirements efficiently and effectively.

Background checks and drug screenings

Elegant Solutions has a long-standing track record of working with government and public agencies, ensuring compliance with their stringent security requirements. We conduct thorough pre-employment screenings to maintain the highest standards of reliability, accuracy, and suitability for our clients' needs.

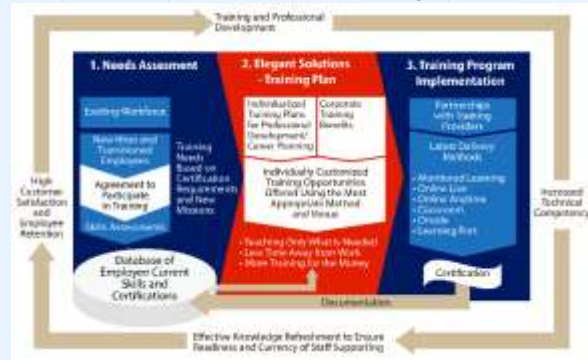
Screening and Onboarding Process

Extensive Background Checks	<ul style="list-style-type: none"> ○ We conduct comprehensive background investigations, including social security number verification, motor vehicle searches, and criminal history checks, national database searches, and credit history evaluations. ○ These checks are mandated for all candidates before assignment to ensure they meet security and quality standards
Drug Screening:	<ul style="list-style-type: none"> ○ Drug testing is performed per client or contract requirements using a certified third-party vendor. ○ Our testing complies with U.S. Department of Health and Human Services (HHS) standards, covering substances such as marijuana, cocaine, opiates, amphetamines, barbiturates, PCP, and LSD. ○ Random drug tests are conducted quarterly at no additional cost, ensuring ongoing compliance.
Criminal Background Investigations:	<ul style="list-style-type: none"> ○ We use reliable third-party vendors to verify criminal histories promptly and accurately. ○ This ensures candidates meet the qualifications and security needs of client assignments.
Reference Verification:	<ul style="list-style-type: none"> ○ All references provided by candidates are meticulously checked to confirm their skills, experience, education, and work history.

	<ul style="list-style-type: none"> We assess attributes such as job performance, comprehension of requirements, and reasons for leaving prior roles.
I-9 Verification:	<ul style="list-style-type: none"> Elegant Solutions rigorously verifies I-9 forms to ensure candidate eligibility for employment in the United States. Our account managers review all documentation thoroughly before onboarding.
eVerify Compliance:	<ul style="list-style-type: none"> We adhere to the Department of Homeland Security's eVerification process to validate candidates' legal employment status in the U.S.
Ongoing Staff Monitoring:	<ul style="list-style-type: none"> Post-onboarding, we employ a structured evaluation process to monitor personnel performance. Non-performing personnel are promptly replaced to maintain service excellence for our clients.

Value-Driven Screening Services: Elegant Solutions leverages industry-leading practices to offer cost-effective pre-employment assessments, reference checks, and background verifications. Our streamlined processes, conducted within a typical 24-hour turnaround, ensure timely and reliable placements aligned with client expectations. By maintaining this rigorous screening and onboarding approach, Elegant Solutions ensures our candidates are not only technically qualified but also meet the highest standards of security, reliability, and professional integrity.

Training: Elegant Solutions is dedicated to the career development and growth of its employees, offering a comprehensive training and education program. This program includes training initiatives driven by customers, the company, and employees themselves. Our training begins with a new hire orientation, which covers Quality Management System Training, program-specific topics, and corporate policies, benefits, and culture. Employees are encouraged to take part in company-sponsored training to acquire new skills or enhance existing ones. Training needs are identified during annual or periodic performance evaluations, and strategic training opportunities are provided regularly to support continuous professional development.



Retention Approach

At Elegant Solutions, retaining top performers is central to our strategy. We aim to maintain a corporate retention rate of approximately 92% for our government project teams, significantly higher than the industry average. Every team member is committed to identifying and proactively retaining our talented staff. Below is the retention process we follow to achieve this goal.

Approach Attribute	How This Approach Supports Employee Retention
Comprehensive benefits for overall employee well-being	We regularly review all benefits to keep pace with trends. Our benefits include paid holidays; medical and dental, training; 401(k) plan; long- and short-term disability; and life insurance.
Competitive salaries, merit-based promotions, raises, bonuses, employee recognition, and other performance incentives	We maintain competitive salaries based on market pay data, local and national surveys, and job benchmarking. We conduct annual employee performance reviews to determine merit and salary increases with a goal of 100% completion on time. We also reward our employees beyond their base pay by providing additional incentives for outstanding performance, such as annual bonuses, program incentives, citations, spot awards, and the possibility of being recognized as the Employee or Team of the Quarter and Employee of the Year.
Training and education for career advancement and technical expertise	We provide training and education funding to all full-time employees as part of our corporate training program for career advancement and cross-training to keep employees challenged and interested.

This structured process ensures efficient recruitment, seamless onboarding, and proactive performance management to meet client needs effectively.

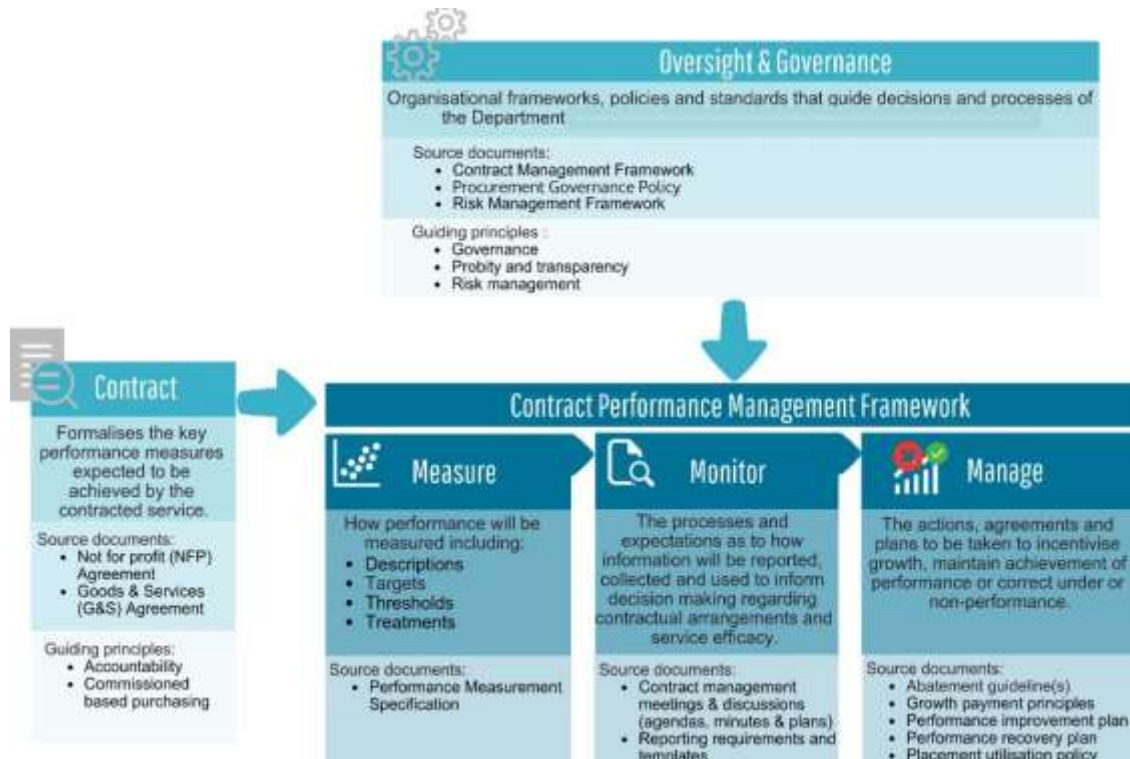
Contract Management Approach: Elegant Solutions' EP MO, led by our PM Vikas Arora, provides effective program oversight and program visibility and a single POC backed by Elegant Solutions' corporate resources to effectively administer the district contract. With this approach, we have supported thousands of TOs across multiple task areas and subcontractors. At Elegant Solutions, contract management is interpreted as a broader and

Our ability to successfully bid, respond, and support tasks is proven by the Master Contracts we already have.

more strategic concept that covers the whole procurement cycle including planning, formation, execution, administration and closeout. It also includes day to day “administrative” activities in the procurement cycle. With effective contract management, we will ensure that we meet our obligations efficiently and effectively, delivering the business and operational outputs required from the contract and providing the best value for money for customers. Contract management to us is similar to project management and at Elegant Solutions’, we use best practices to manage them. It has a unique goal, consumes resources, has a beginning and end date and requires coordination and planning of activities, and documentation in a contract file throughout the process.

Elegant Solutions’ dedicated Contract Manager follows up with the clients, to ensure that actions taken are in line with contractual responsibilities, that the contract is amended to reflect agreed changes in circumstances and that any claim or dispute is resolved amicably according to the agreement. Elegant Solutions exemplifies a commitment to precision and excellence in our contract management approach. We recognize the pivotal role of a well-defined framework in establishing transparent agreements and ensuring robust oversight and governance. Our focus on contract performance management is geared towards exceeding expectations and fostering enduring partnerships. Explore the key facets of our meticulous approach below:

- **Contract Framework:** At Elegant Solutions, our commitment to excellence is reflected in our meticulous approach to contract management. Our contract framework is designed to establish transparent and precise agreements, outlining deliverables, timelines, payment structures, and legal considerations. We conduct thorough risk assessments to proactively identify and mitigate potential challenges. With the expertise of our legal team, we ensure that contracts comply with all relevant laws and regulations. The initiation phase involves a detailed identification of needs, and upon execution, contracts are formalized through signatures, marking the commencement of a purposeful and well-defined contractual relationship.
- **Contract Oversight & Governance:** Elegant Solutions places great emphasis on effective oversight and governance as integral components of our contract management process. We define clear roles and responsibilities for internal stakeholders, including legal, finance, and operational teams. Regular reviews and audits are conducted to guarantee compliance with contractual obligations. Our governance mechanisms include rigorous internal reviews during the drafting phase and continuous monitoring throughout the contract's lifecycle. To address any conflicts, we outline robust dispute resolution mechanisms. This ensures that contracts are managed with precision, aligning seamlessly with our organizational policies and standards.



- Contract Performance Management:** Our contract performance management framework is a testament to our commitment to delivering optimal results. We establish key performance indicators (KPIs) to meticulously measure the performance of all involved parties. Regular audits and performance reviews are conducted to assess adherence to agreed-upon terms and identify areas for enhancement. The framework accommodates amendments or modifications to address changes in scope or deliverables. A systematic review period is integral to assessing performance and discussing renewal or termination. Post-contract evaluation involves gathering valuable feedback and conducting comprehensive assessments, informing continuous improvement. At Elegant Solutions, our performance management framework ensures that contracts not only meet but exceed expectations, fostering enduring and successful business relationships.

Our Contract Management Team

Vikas Arora leads our contract management team with unparalleled expertise and a strategic vision. Vikas oversees the entire lifecycle of contracts, from initiation to closure, ensuring alignment with organizational goals and objectives. With a keen eye for detail and a comprehensive understanding of legal nuances, Vikas plays a pivotal role in drafting, negotiating, and finalizing contracts. His leadership ensures that contracts are not only legally sound but also contribute to the overall success of Elegant Solutions' partnerships. Mohit Goyal, our Contract Manager, brings a wealth of experience to the Elegant Solutions team. Mohit's role involves the day-to-day management and execution of contracts, ensuring that all parties involved adhere to the agreed-upon terms. His meticulous approach to contract performance management includes setting and monitoring key performance indicators (KPIs), conducting regular audits, and fostering positive relationships with stakeholders. Mohit's proactive management style ensures that contracts are executed seamlessly, delivering optimal results for both Elegant Solutions and our valued partners. The role of Contract Administrator at Elegant Solutions is crucial for maintaining operational



efficiency within the contract management process. This role is currently held by a dedicated professional who oversees the administrative aspects of contracts. This includes documentation, record-keeping, and facilitating communication between internal teams and external partners. The Contract Administrator ensures that all contractual obligations are met, deadlines are tracked, and relevant parties are informed promptly. Vikas Arora, Mohit Goyal, and our Contract Administrator form a dynamic and collaborative contract management team at Elegant Solutions. Their combined efforts ensure that contracts are not only well-crafted but also effectively executed, monitored, and administered throughout their lifecycle, contributing to the success and growth of Elegant Solutions. Chart below depicts proposed contract management team:

The summary of experience, qualifications, memberships, backgrounds, and certifications of our proposed team is specified in the table below:

Name	Qualifications & Experience in short	Responsibilities
Vikas Arora, President (Key)	Master's degree in computer application and MBA (General Business Administration) and over 32 years of Experience in IT Industry.	<ul style="list-style-type: none"> Single point of contact, in case of any escalations required. Overall responsibility to deliver contract deliverables. Regular communication with City to understand contract performance. Guidance and directions to Elegant Solutions' management team to accomplish the City contract requirements. Serve as the point of contact for customers on contractual matters.
Mohit Goyal – Accounts / Contracts Manager	MBA (IT) with over 10 years of experience in Client/ Account Management.	<ul style="list-style-type: none"> Analyzing Clients' requirements in detail and coordinating the Recruitment Team to find the right candidates. To remain in touch with the City Contract Manager to get requirements and pass them on to Recruitment Manager. Communication channel between consultant and the City for any administrative concerns
Ruchi, Recruitment Manager	Bachelor's Degree, three years Diploma in Computer Programming (GNIIT), Post Graduate Diploma in Communications and Marketing over 15+ years of progressive experience in Technical Recruitment and Employee care.	<ul style="list-style-type: none"> Managing Staffing need of the City requisitions. Ensuring and tracking staffing requirements of City. Setting up milestone of each activity to complete the City submittal in committed timeframe. Training and skill enhancement to existing & new recruiters on the City temporary administrative, accounting and finance staffing requirements. Arranging and managing interview schedules between the City & candidates.
Rohan, Sourcing Manager	8+ years of Specialized Recruiting experience in reputed organizations.	<ul style="list-style-type: none"> Preparing Job Description for posting on the job sites and send it to internal staff. Search suitable candidates using Candidate Database (Dice, Monster, CareerBuilder, etc.), along with sending job requirements to Internal. Arranging interviews or tests using inner expert team member. Evaluating candidates based on criteria given by the client and soft skills, inter-personnel skills, and team qualities. Submitting qualified resumes to the Recruitment Manager.
Multiple Recruiters	Minimum bachelor's degree and at least five years of experience.	<ul style="list-style-type: none"> Search suitable candidates using Candidate Database (Dice, Monster, CareerBuilder, etc.) along with sending job requirements to Internal. Arranging interviews or tests using internal expert team members. Interviewing and evaluating candidates based on soft skills, inter-personnel skills, and team qualities. Submitting qualified resumes to the Recruitment Manager.

2.3 Onsite & Hybrid Workforce Delivery Model

Elegant Solutions provides a flexible workforce delivery model designed to meet WVDOT's operational needs across onsite, hybrid, and remote environments.

➤ **Onsite Delivery Capability**

- Ability to deploy qualified personnel to Charleston, WV within 3–5 business days
- Access to a regional talent pool across WV and neighboring states
- Relocation-ready candidates for long-term engagements

- **Hybrid Workforce Model**
 - Balanced onsite and remote staffing to optimize productivity and cost
 - Configurable schedules aligned with WVDOT operational requirements
- **Local Talent Strategy**
 - Priority sourcing of West Virginia-based candidates
 - Use of regional job boards, local recruiters, and workforce networks
- **Cost Efficiency**
 - No travel costs billed unless pre-approved
 - Optimized staffing mix to ensure best-value service delivery

2.4 All-Inclusive Pricing Structure & Cost Compliance

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

Elegant Solutions acknowledges that all proposed hourly rates will be fully burdened and inclusive of all applicable costs, including but not limited to federal, state, and local taxes; Social Security and Medicare contributions; unemployment and workers' compensation; general and professional liability insurance; overhead; fringe benefits; and any associated travel expenses. We confirm that no additional or hidden costs will be charged beyond the proposed hourly rates.

2.5 Candidate Documentation & Qualification Submission Compliance

Successful vendors shall provide the Agency with information on each staffing candidate according to the state and federal standards, including applications. Vendors must include a current resume and a completed qualification documentation for each candidate with their responses. Resumes will identify the candidate's qualifications listed in the requirements section above and will include copies as verification of degrees and certifications. Resume pages will be numbered (ex: 1 of 2, 2 of 2 etc...). These must be sent to the Agency along with the listing of possible candidates to interview.

Elegant Solutions acknowledges and agrees to provide complete and compliant candidate documentation in accordance with state and federal standards. For each proposed candidate, we will submit a current resume, detailed qualification documentation, and verification of degrees and certifications as required. All resumes will clearly demonstrate alignment with the specified role requirements and will be properly formatted and numbered prior to submission to support the Agency's evaluation and interview process.

2.6 Work Authorization & Legal Eligibility Verification

Successful Vendor must provide (as requested) the legal documentation to support proof that their candidate is a U.S. citizen or eligible to work in the United States.

Elegant Solutions acknowledges and will comply with the requirement to provide, upon request, all necessary legal documentation verifying that each proposed candidate is a U.S. citizen or otherwise authorized to work in the United States. We maintain strict internal verification processes to ensure full compliance with applicable employment eligibility requirements.

2.7 Priority-Based Response & Candidate Submission Timelines

Successful vendor having the first priority contract for any classification required by the Agency will be contacted first and will have 48 hours (2 business days) to acknowledge the initial contract request for staffing (in writing, by a means dictated by the Agency on the initial contact request, but likely by email or fax), and must inform the Agency if they are able or unable to fulfill the request. If unable to supply a candidate at the time, Vendor must provide a written waiver to the Agency within this same 48 hours (2 business days) timeframe. Failure to provide a written waiver will serve as a waiver as it pertains to the Agency's ability to proceed to contacting lower priority vendors. However, repeated failure to provide a written waiver may be grounds for cancellation of a vendor's entire contract (ie, all awarded classifications).

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

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

Elegant Solutions acknowledges and fully agrees to comply with the priority-based staffing request process as outlined. We understand that, as a first-priority vendor for any classification, we will respond in writing to the Agency's staffing request within 48 hours (2 business days), confirming our ability or inability to fulfill the requirement. In cases where we are unable to provide candidates, we will submit a formal written waiver within the same timeframe. If able to fulfill the request, we commit to providing a list of qualified candidates within 10 business days, along with all required documentation, including resumes and completed qualification templates as specified by the Agency. We further acknowledge the importance of timely communication and responsiveness to maintain contract compliance and ensure continued eligibility for all awarded classifications.

Upon receiving a requirement from WVDOT, our dedicated recruiting team promptly initiates a search within our extensive database to identify qualified local candidates who possess the necessary skills and are best suited for the role. To ensure we deliver top-tier talent efficiently and cost-effectively, we also leverage advanced recruiting tools, including specialized job boards and professional user groups, to source the highest-caliber candidates in the shortest timeframe.

Identified Step/ Milestone	Responsibility (Elegant Solutions)	Estimated duration (in days)
Understanding Task Order Requisition	Senior Program Manager	By N+2 (N = Task Order issue date)
Identifying the Ideal Consultant	Recruitment Team, led by an experienced Recruitment Manager	By N+4
Consultant Pre-Screening	Recruitment Team, led by an experienced Recruitment Manager	By N+4
Internal Interview Process	<ul style="list-style-type: none"> Recruiters (Initial Interview) Recruitment Manager (Second Interview) Subject Matter Experts (Final Interview) 	By N+4
Consultant Submission	Business Development/ Proposal Writing Team	By N+6
Client Interview Scheduling and Feedback	Recruitment Manager	X+3 (X = Client's confirmation date for scheduling the interview)
Extending Job Offer for Final Selection	Accounts, Contracts, and Recruitment Manager	Y+4 (Y = Purchase Order issuance date)
Completion of Paperwork, Background Verification, and Drug Testing	Accounts and Recruitment Manager	By Y+4
Consultant's Project Start at Client Site	Recruitment Manager	By Y+7
Ongoing Follow-Up and Performance Monitoring	Senior Program Manager, Contract Manager, Recruitment Manager	Continuous/ Ongoing

2.8 Timesheet Submission & Approval Compliance

The successful candidate(s) will be required to present a timesheet for approval on a regular basis not less than a one (1) week period and not more than monthly.

Elegant Solutions acknowledges and will comply with the requirement for all assigned candidates to submit timesheets for Agency approval on a regular basis, no less than weekly and no more than monthly. We will ensure timely, accurate, and complete submission of timesheets in accordance with Agency-defined processes and timelines.

Elegant Solutions employs a systematic and transparent process for timesheet submission, approval, and invoicing, ensuring accurate tracking of labor hours and efficient financial reporting. Our approach integrates with the client's prescribed online timekeeping system, enabling streamlined management of work hours and performance.

Timesheet Submission Process

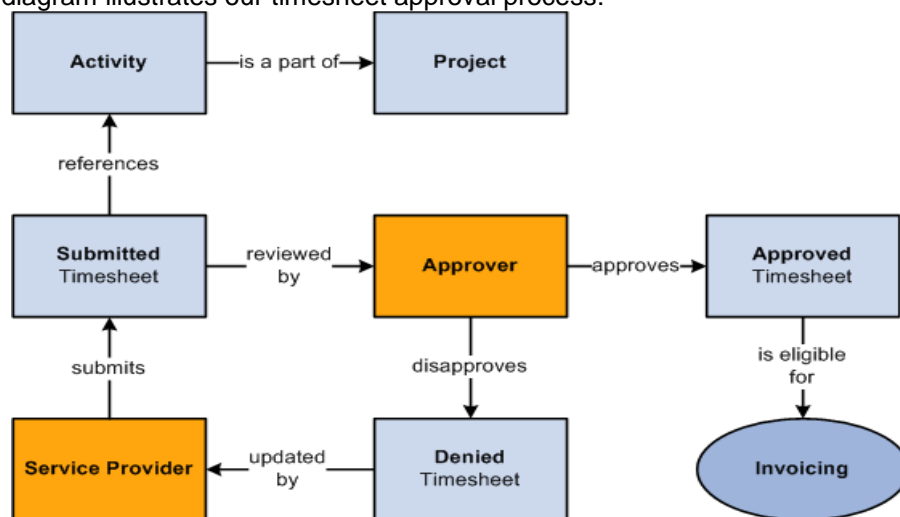
- **Frequency:** Timesheets are submitted every Friday, reflecting the total hours worked during the week.
- **System Format:** Elegant Solutions uses the client's specified online timekeeping system to record hours worked and manage project tasks.
- **Timesheet Capabilities:**
 - **Tracking Hours:** Employees log hours worked either as hours per day or by start and stop times.
 - **Activity Tracking:** The system records specific activities performed and tracks the progress on the project.
 - **Issue Reporting:** Any project-related problems or issues are logged and reported to the time approver for review.
 - **Time Report Summary:** All entered information is summarized in a comprehensive time report.
 - **Performance Monitoring:** Performance information about the service provider is recorded for project analysis.
 - **Multi-Resource Services:** The system supports the creation of individual service timesheets for work orders involving multiple resources.

Timesheet Approval Process

The **timesheet approval process** begins when the employee submits their timesheet, including details of working hours and any project-related issues, to the designated timesheet approver for review. Elegant Solutions approval process is as follows:

- **Submission:** Employees submit their completed timesheets to the time approver.
- **Review & Approval:** The time approver reviews and either approves or returns the timesheet for corrections.
- **Rejection and Adjustment:** If a timesheet is rejected, it is returned to the employee for **correction**.
- **Eligibility for Adjustment:** Timesheets can be adjusted before approval and after approval when invoicing occurs.

The following diagram illustrates our timesheet approval process:



Weekly Invoicing System

Elegant Solutions issues **weekly invoices** for all personnel working on projects, ensuring they are:

- **Accurate:** Each invoice is verified for correctness, ensuring no discrepancies in the hours worked or rates charged.
- **Current:** The invoice reflects the most up-to-date project work performed within the given period.
- **Complete:** Invoices are fully detailed with necessary information for payment processing.

Each **weekly invoice** will include:

- **Itemized Timesheet:** A breakdown of the actual hours worked by each temporary worker during the period.
- **Employee Details:** The name of the employee(s), the rate charged, and the number of hours worked.
- **Verification:** The invoice is verified by WVDOT before it is submitted for payment processing.

Elegant Solutions has been using this efficient and reliable invoicing system since its inception, ensuring that our clients nationwide receive accurate and timely invoices.

2.9 Resource Replacement & Service Continuity Assurance

If during the term of the Delivery Order the candidate placed by the vendor leaves the company and/or has to be replaced; the vendor must give written notice to the Agency within one (1) business day, explaining the circumstances of departure, and must replace the candidate with another candidate meeting or surpassing all the requirements for the filled classification listed in Section 4.1 of this contract to maintain continuity of services. Vendor must provide to the Agency a list of potential candidates for replacement staffing needs within 2 weeks (10 business days) of the notification of replacement. Vendors must provide documentation and resumes for every candidate which indicates their meeting the requirements for the classification. Vendors may send multiple resumes so that the agency may choose. Any interruption of service greater than ten (10) business days will be grounds for cancellation of the Delivery Order. If the Agency needs to issue a secondary Delivery Order to cover any cancelled Delivery Order, they are not required to contact or acquire waivers from any vendor for which they had previously contacted to fill the classification (copies of the original waivers and documentation regarding the cancellation should be kept in the files for both the original the replacement Delivery Order(s)).

Elegant Solutions acknowledges and fully complies with the requirement for timely resource replacement and continuity of services. In the event of a candidate departure or required replacement, we will provide written notification to the Agency within one (1) business day, including the circumstances of the departure, and will promptly initiate replacement with a qualified candidate who meets or exceeds all requirements of the specified classification. We will submit a list of potential replacement candidates, along with complete documentation and resumes, within the required ten (10) business days, ensuring minimal to no disruption in service and adherence to the maximum allowable interruption period. As part of this commitment, below we provide our structured and proactive replacement process to ensure seamless service continuity and rapid fulfillment of staffing needs.

Elegant Solutions uses our in-depth relationships with our clients to ensure consultants are properly managed, no matter where they are located, so that service continuity is maintained at all times. The Elegant Solutions Personnel Replacement process is designed to promptly address any resource departure or replacement need by ensuring timely notification, rapid identification, and deployment of equally or better-qualified consultants in full compliance with contract requirements. Our process to provide a substitute in case of Absence Notification or Resource Replacement is as follows:



1. Our consultants and account managers will immediately notify Elegant Solutions upon any planned or unplanned departure, enabling us to provide written notice to the Agency within one (1) business day, including details of the circumstances.
2. Personnel Replacement automatically determines a list of suitable replacement staff who meet or exceed all requirements of the specified classification.
3. The system, along with our recruitment team, identifies and shortlists multiple qualified candidates and initiates outreach to confirm availability and interest.
4. Selected candidates are screened, and their resumes and qualification documentation (including certifications and experience verification) are prepared for submission to the Agency for review and selection.
5. Elegant Solutions submits a list of qualified replacement candidates within the required ten (10) business days to ensure continuity of services and avoid any disruption beyond the allowable timeframe.
6. Administrators and supervisors using the Personnel Replacement system can verify replacement activities, track progress, and ensure alignment with Delivery Order requirements through reporting and monitoring tools.
 - Upon receiving an absence notification or identifying the need for replacement, Personnel Replacement will automatically
 - Update the Absence Database to reflect the resource transition and track replacement timelines
 - Identify and prioritize the most suitable replacement candidates based on required skills, experience, and classification needs
 - Initiate candidate engagement and track responses to ensure timely submission to the Agency
 - Record all replacement actions and candidate submissions for compliance and audit purposes
 - Provide manual oversight through our secure portal to ensure all contractual timelines (including the 10-business-day replacement window) are met
 - Provide on-demand reports to monitor service continuity and ensure no interruption exceeds the allowable limit

2.10 Compliance with Agency Policies & Security Requirements

Successful Vendors and candidates must comply with all Agency policies and procedures. Any access or user accounts issued to a candidate to permit work in the State computing environment are subject to revocation without notice, and random or periodic audit of user activity may be conducted by the Agency.

Elegant Solutions acknowledges and agrees that all assigned personnel will fully comply with the Agency's policies, procedures, and security requirements. We understand that system and facility access is granted at the Agency's discretion and may be revoked without notice, and that user activities may be subject to audit. We will ensure that all resources adhere to these requirements and cooperate fully with any monitoring or compliance measures implemented by the Agency.

3 ADDENDUM ACKNOWLEDGMENT
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.

Elegant Enterprise-Wide Solutions, Inc.

Company



Authorized Signature

Apr 14, 2026

Date

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

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.

Elegant Enterprise-Wide Solutions, Inc.

Company


AKS Arora

Authorized Signature

Apr 14, 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 Service - Prof

Proc Folder: 1886131 Doc Description: WVDOT IT Temporary Staffing Services (81260081)		Reason for Modification: ADDENDUM NO_1 Bid Opening Moves to April 14, 2026 Attach Revised Terms and Conditions	
Proc Type: Central Master Agreement			
Date Issued	Solicitation Closes	Solicitation No	Version
2026-03-25	2026-04-14 13:30	CRFQ 0803 DOT2600000079	2


BID RECEIVING LOCATION

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

VENDOR

Vendor Customer Code: VS0000005021
 Vendor Name : Elegant Enterprise-Wide Solutions, Inc.
 Address :
 Street : 24035 Whitten Farm CT
 City : Aldie
 State : VA Country : USA Zip : 20105
 Principal Contact : Vikas Arora
 Vendor Contact Phone: 703-909-1289 Extension:


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


Vendor Signature X

36-4468087
FEIN#

Apr 14, 2026
DATE

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

	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 Service - 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								
<table border="1"> <thead> <tr> <th>Date Issued</th> <th>Solicitation Closes</th> <th>Solicitation No</th> <th>Version</th> </tr> </thead> <tbody> <tr> <td>2026-03-31</td> <td>2026-04-14 13:30</td> <td>CRFQ 0803 DOT2600000079</td> <td>3</td> </tr> </tbody> </table>	Date Issued	Solicitation Closes	Solicitation No	Version	2026-03-31	2026-04-14 13:30	CRFQ 0803 DOT2600000079	3	
Date Issued	Solicitation Closes	Solicitation No	Version						
2026-03-31	2026-04-14 13:30	CRFQ 0803 DOT2600000079	3						

BID RECEIVING LOCATION

BID CLERK
 DEPARTMENT OF ADMINISTRATION
 PURCHASING DIVISION
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 Vendor Contact Phone: 703-909-1289 Extension:

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

 Vendor Signature X	36-4468087 FEIN#	Apr 14, 2026 DATE
---	---------------------	----------------------

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

APPENDIX A LETTERS OF RECOMMENDATION
Maryland Transportation Authority (MDTA)

To Whomsoever It May Concern

Dear Ms. Arora,

I am happy to recommend Elegant Enterprise-Wide Solutions, Inc. for the services they have provided in the last 5 years.

Scope of Services: Elegant Solutions provided Web Application maintenance and support, continuous enhancement and development, bug fixing for the applications, system administration, Servers and VMWare based support, Tier I/ II/ II Helpdesk support and field support, ticket creation, monitoring and maintenance.

Below are my ratings for their services provided:

Quality of Services	Exceptional
Cost Control	Exceptional
Schedule (Timeliness)	Exceptional
Management	Exceptional
Utilization of Small Business	Exceptional
Business Relations	Exceptional

Overall Rating: Exceptional

As a part of this engagement, Elegant Solutions had deputed 15 resources with a total contract value of Approx \$5.5M for over 5 years.

I am very confident that Elegant Enterprise-Wide Solutions, Inc. will be able to provide superior services and excellent solutions through engagements of similar or higher scope, size and complexity.

If you have any additional questions or need clarification, please feel free to contact me.

Best Regards,



Chuck Markakis
Assistant Director
Maryland Transportation Authority
Office of Infrastructure Services
Division of Information Technology
cmarkakis@mdta.state.md.us

Minnesota Department of Public Safety (DPS)



January 25, 2019

To whom it may concern:

Elegant Enterprise-Wide Solutions, Inc. was contracted to provide IT consulting services on the Minnesota Licensing and Registration System (MNLARS). The system will improve operability, stability, record keeping, security, and customer service for the Minnesota driver's license and motor vehicle registration systems.

Elegant provided one resource who has been on the job for 3 ½ years. He has been an integral part of the MNLARS team as a senior developer.

I feel confident in recommending Elegant Enterprises-Wide Solutions, Inc.'s IT consulting services and this resource.

Regards,

A handwritten signature in blue ink that reads 'Joyce Simon'.

Joyce Simon

Joyce Simon PMP
Financial Analyst | IT Management
Minnesota IT Services | Partnering with Public Safety
445 Minnesota Street
Saint Paul, MN 55101
O: 651-201-7769

Information Technology for Minnesota Government | mn.gov/mnit

Montana Department of Environmental Quality (DEQ)



January 31, 2019

In January 2017, Elegant Enterprise-Wide Solutions, Inc. was awarded a contract to provide information technology augmentation staff resources that would assist the Department with systems analysis, web and software development, data migration, and application maintenance for Tracking Remediation and Environmental Actions Data System (TREADS). With a total value of approximately \$918,060.00.

I would rate their services provided on this project as below:

Management	Excellent
Cost Control	Excellent
Schedule (Timeliness)	Excellent
Quality of Services	Excellent
Business Relations	Excellent

I wish them success on future efforts.

If you have any further questions, please feel free to contact me.

Sincerely,

A handwritten signature in blue ink that reads "Staci Stolp".

Staci Stolp
Computer Systems Analyst, PMP
Waste Management and Remediation Division
1225 Cedar St.
Helena, MT 59602
Email: Sstolp3@mt.gov
Cell: (406) 461-0913
Desk: (406) 444-6461

Idaho Department of Transportation



**Your Safety • Your Mobility
Your Economic Opportunity**

IDAHO TRANSPORTATION DEPARTMENT
P.O. Box 7129 • Boise, ID 83707-1129
(208) 334-8000 • itd.idaho.gov

May 8, 2018

To whom it may concern

Ms. Priyanka Arora, Sr. Program Manager
Elegant Enterprise-Wide Solutions, Inc.
25961 Hartwood Dr.
Chantilly VA 20152

With this letter, I am pleased to recommend services of Elegant Enterprise-Wide Solutions, Inc. on one of our project.

Elegant Enterprise-Wide Solutions, Inc. was contracted for providing IT consulting services to support modernization of Division of Motor Vehicles (DMV) at Idaho Transportation Department.

Elegant Solutions' Data Warehouse Business Intelligence Specialist was responsible for writing/ creating reports in Microsoft SQL Server Reporting Server (SSRS) and Microsoft Dynamic CRM. Based on quality services provided by resources assigned on this project, below is rating:

Evaluation Areas	Rating
Quality of Service	Exceptional
Schedule	Exceptional
Cost Control	Exceptional
Management	Exceptional

I feel confident in recommending Elegant Enterprises-Wide Solutions, Inc.'s IT consulting services.

If you have any further questions, please feel free to contact me.

Regards!

A handwritten signature in blue ink, appearing to read 'Bill Finke', with a long horizontal line extending to the right.

Bill Finke, Project Manager
Idaho Transportation Department

Richardson Independent School District (RISD), TX



**PURCHASING DEPARTMENT
RICHARDSON INDEPENDENT SCHOOL DISTRICT**

February 9, 2015

Ms. Priyanka Arora
Elegant Enterprise Wide Solutions, Inc.
25961 Hartwood Drive
Chantilly, VA-20152

Dear Ms. Arora,

I would like to take this opportunity to thank you for services provided by Elegant Enterprise-Wide Solutions, Inc. for the Business Analyst consultant provided for the development of Individualized Education Program (IEP). Elegant Enterprise-Wide Solutions was commendable in accomplishing tasks and deliverables in defined timelines, with huge satisfaction.

Sincerely,

A handwritten signature in blue ink that reads 'Melody Greig'.

Melody Greig, RTSBA
Richardson Independent School District
Buyer, Purchasing Department
Phone: 469-593-0578
Fax: 469-593-0563
www.risd.org

Oklahoma Department of Career and Technology Education (ODCTE)



May 19, 2015

Ms. Priyanka Arora
Elegant Enterprise Wide Solutions, Inc.
25961, Hartwood Drive
Chantilly, VA, 20152

Dear Ms. Arora,

I would like to take this opportunity to thank Elegant Enterprise Wide Solutions, Inc. for providing continuous Project Management services for our Information Management System Build project.

Elegant Enterprise Wide Solutions has been very responsive to our requests and communication. We are very pleased with the Project Management services you have provided and I would be happy to recommend Elegant Enterprise Wide Solutions, Inc. to other entities.

Sincerely,

A handwritten signature in cursive script that reads "Julie Bunch".

Julie Bunch, Sr. Buyer
Oklahoma Department of Career and Technology Education
1500 W. 7th Ave., Stillwater OK 74074
Ph. 405-743-5509
Fax 405-743-6809
www.okcareertech.org

1500 West Seventh Avenue
Stillwater, OK 74074-4364
www.okcareertech.org
(405) 377-2000 • Fax: (405) 743-6809

Corpus Christi Independent School District (CCISD)



DEPARTMENT FOR TECHNOLOGY SYSTEMS
Office of Information Systems

CORPUS CHRISTI INDEPENDENT SCHOOL DISTRICT
2525 Belton Street, Corpus Christi, Texas 78416
Office: 361/878-3932 Fax: 361/878-4860
Website: www.ccisd.us

August 27, 2015

To Whom it May Concern:

Elegant Enterprise Wide Solutions, Inc. has provided technical consultants to CCISD. The most recent Programmer, Anand Male, has been able to join the CCISD team and work in conjunction with full time staff on various projects. A high level of quality work and professionalism has been maintained.

I would recommend the services of Anand Male and Elegant Enterprise Wide Solutions, Inc. to other businesses or school districts. I would welcome the opportunity to work with the company again.

Sincerely,

Sean Babcock
Director for Information Systems

California Public Employees' Retirement System (CalPERS)

TO WHOM IT MAY CONCERN
Engagement Rating Letter

Elegant Enterprise-Wide Solutions, Inc. provided Enterprise Business Continuity Prioritization services to CALPERS (PO 65677) from April 2016 to October 2016.

Here are my ratings for the above said engagement -

- Complexity of Project (High/Medium/Low) : Medium
- Contract Type (Firm Fixed Price / T&M) : FFP-Deliverable based
- Quality of Services (Exceptional/Good/Satisfactory/Poor) : Exceptional
- Was engagement completed on Time as planned : Yes
- Would you recommend Elegant to others entities for similar work : Yes
- Confidence in ability of company to deliver (High/Medium/Low) : High

Please don't hesitate to contact me for any further information.



Jacob Wilson
Emergency Management and Administration Unit
California Public Employees' Retirement System
(916)795-3312
jacob_wilson@calpers.ca.gov

Date: 9/29/16

Advanced Analytical Systems, Inc.



Advanced Analytical Systems, Inc.

Date: June 30, 2025

To Whom It May Concern

Working with Elegant Enterprise-Wide Solutions, Inc. (Elegant Solutions) has been a consistently positive experience for Advanced Analytical Systems, Inc. Our staffing engagement began in March 2021 and is active till date.

Throughout this period, Elegant Solutions has provided dependable and responsive staffing services, supporting our operational and technical teams with qualified personnel delivered on schedule. Their structured recruiting approach, attention to compliance, and ability to scale staffing resources as needs evolve have exceeded our expectations.

We particularly value their effectiveness in maintaining staffing continuity, fostering collaboration across teams, and ensuring seamless coordination with internal stakeholders. As the engagement continues, Elegant Solutions remains a trusted staffing partner contributing to improved workforce stability, productivity, and overall project success.

We confidently recommend Elegant Solutions and are grateful for their partnership.

Warm regards,

Karen Smith, Project Manager
Advanced Analytical Systems, Inc.

24035 Whitten Farm CT, Aldie VA 20105 | Phone: 703-348-2871
Email: info@advancedanalyticalsystems.com | <http://www.advancedanalyticalsystems.com>

Orchestra Technologies



Date: Nov 28, 2025

To Whom It May Concern

We are pleased to recommend Elegant Enterprise-Wide Solutions, Inc. for their staffing services supporting IT, non-IT, and other professional roles across multiple ongoing projects over the past four years. Elegant Solutions has consistently delivered qualified personnel in a timely manner while adapting efficiently to evolving project and operational requirements.

Their professionalism, responsiveness, and strong workforce planning have contributed to improved team effectiveness and continuity across engagements. As these projects remain active, Elegant Solutions continues to be a dependable staffing partner, and we confidently endorse them for similar staffing engagements.

We have no hesitation in endorsing Elegant Enterprise-Wide Solutions, Inc. for similar projects. Please feel free to contact me for further details.

Sincerely,

Neeraj Narang
Project Manager
Orchestra Technologies
Phone: 443-333-8177
Email: nnarang@orchestratesolutions.com

Head Office:
17740 Preston Rd.
Dallas, Texas 75252
Phone: 443-333-8177
info@orchestratesolutions.com
www.orchestratesolutions.com

Web Professional Consultants



Date: 02/25/2025

Subject: Recommendation for Elegant Enterprise-Wide Solutions, Inc.

We are pleased to extend this letter of reference for Elegant Enterprise-Wide Solutions, Inc. (Elegant Solutions). As our trusted staffing partner supporting technology, business, and professional support roles, Elegant Solutions has consistently delivered high-quality staffing services across multiple projects, with contracts that are currently active.

Their team has demonstrated strong workforce planning, timely placement of qualified personnel, and the ability to scale staffing resources in alignment with evolving project and operational needs. Elegant Solutions' professionalism, responsiveness, and commitment to service excellence have contributed to improved productivity and seamless coordination across our teams. We confidently recommend Elegant Enterprise-Wide Solutions, Inc. for similar staffing engagements.

We value our partnership and are happy to recommend them to any organization seeking professional and reliable services. Please feel free to contact me at Phone: 360-350-3819 or at email: contact@webproconsult.com

Kind Regards,

Mintu Pal
Technical Project Manager
Web Professional Consultants

Address:
3441, Date Drive, Apt.
#340, Rancho Cordova CA 95670

Phone: 360-350-3819
Email: contact@webproconsult.com
<http://www.webproconsult.com>

Exhibit A - Pricing Page

WVDOT Information Technology Staffing Services RFQ(81260081)

CRQM DOT26*44

Contract Item	Description	Est. Qty.	Unit of Measure	Year 1 Unit Cost	Year 2 Unit Cost	Year 3 Unit Cost	Year 4 Unit Cost	Extended Cost
4.1.1	Senior Mainframe Application Analyst	2080	EA	\$140.00	\$145.00	\$151.00	\$157.00	\$1,233,440.00
4.1.2	Mainframe Application Analyst	2080	EA	\$115.00	\$119.00	\$124.00	\$129.00	\$1,012,960.00
4.1.3	Senior Application Oracle Database Administrator	2080	EA	\$135.00	\$140.00	\$145.00	\$151.00	\$1,187,680.00
4.1.4	Application Oracle Database Administrator	2080	EA	\$110.00	\$114.00	\$118.00	\$122.00	\$965,120.00
4.1.5	Senior Application DB2 Database Administrator	2080	EA	\$140.00	\$145.00	\$151.00	\$157.00	\$1,233,440.00
4.1.6	Application DB2 Database Administrator	2080	EA	\$115.00	\$119.00	\$124.00	\$129.00	\$1,012,960.00
4.1.7	PC Programmer Analyst	2080	EA	\$95.00	\$99.00	\$103.00	\$107.00	\$840,320.00
4.1.8	Senior PC Programmer Analyst	2080	EA	\$115.00	\$119.00	\$124.00	\$129.00	\$1,012,960.00
4.1.9	Application SQL Server Database Administrator	2080	EA	\$110.00	\$114.00	\$118.00	\$122.00	\$965,120.00
4.1.10	Senior Application Oracle Database Administrator	2080	EA	\$135.00	\$140.00	\$145.00	\$151.00	\$1,187,680.00
4.1.11	GIS Database Administrator	2080	EA	\$115.00	\$119.00	\$124.00	\$129.00	\$1,012,960.00
4.1.12	Senior GIS Database Administrator	2080	EA	\$135.00	\$140.00	\$145.00	\$151.00	\$1,187,680.00
4.1.13	GIS Architect	2080	EA	\$150.00	\$156.00	\$162.00	\$168.00	\$1,322,880.00
4.1.14	GIS Application Developer	2080	EA	\$110.00	\$114.00	\$118.00	\$122.00	\$965,120.00
4.1.15	Senior GIS Application Developer	2080	EA	\$130.00	\$135.00	\$140.00	\$145.00	\$1,144,000.00
Grand Total								\$1,233,440.00