



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

Header 2 List View

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

Procurement Folder: 1886131
 Procurement Type: Central Master Agreement
 Vendor ID: VS0000010082
 Legal Name: MSys Inc
 Alias/DBA:
 Total Bid: \$15,508,480.00
 Response Date: 04/14/2026
 Response Time: 7:53
 Responded By User ID: ankurmsys
 First Name: ankur
 Last Name: msys
 Email: ankur@msysinc.com
 Phone: 5107974965

SO Doc Code: CRFQ
 SO Dept: 0803
 SO Doc ID: DOT2600000079
 Published Date: 3/31/26
 Close Date: 4/14/26
 Close Time: 13:30
 Status: Closed
 Solicitation Description: WVDOT IT Temporary Staffing Services (81260081)
 Total of Header Attachments: 2
 Total of All Attachments: 2



**Request for Quotation
West Virginia Department of Transportation (WVDOT)
WVDOT Information Technology Temporary Staffing Services
RFP NO: CRFQ 0803 DOT2600000079**

Submitted to: John W Estep
Email: john-w-estep@wv.gov
Phone: 304-558-2566

Due Date: Apr 14, 2026



Submitted By
Rajamani Thiyagarajan, President
MSys Inc.
1025 Connecticut Ave, NW Suite 1000
Washington, DC 20036
Phone: 202-629-0353 x701
Fax: 510-280-7352
rfpresponse@msysinc.com
www.msysinc.com

Cover Letter

Apr 14, 2026

Attn: John W Estep

Email: john.w.estep@wv.gov

Phone: 304-558-2566

Subject: Response to CRFQ 0803 DOT260000079 – WVDOT IT Temporary Staffing Services

MSys, Inc. is pleased to submit its response to CRFQ 0803 DOT260000079 for the West Virginia Department of Transportation (WVDOT) IT Temporary Staffing Services. With over 29 years of experience delivering IT staffing and technology solutions to federal, state, and local government agencies, MSys is well-positioned to support WVDOT's evolving technical staffing needs.

MSys specializes in providing highly qualified IT professionals across a wide range of disciplines, including mainframe systems, database administration (Oracle, DB2, SQL Server), application development (.NET/Java), and GIS technologies. Our proven staffing model enables us to rapidly identify, screen, and deploy skilled resources who align with the required labor categories and technical environments.

We understand the importance of responsiveness and reliability in supporting mission-critical operations. MSys commits to meeting all solicitation requirements, including submitting qualified candidates within five (5) business days of request, providing at least two (2) candidates per request, and ensuring timely replacement of resources when necessary to maintain continuity of services.

MSys confirms that all proposed rates are fully loaded and inclusive of all costs in accordance with the solicitation requirements. We further acknowledge and accept all terms, conditions, and vendor responsibilities outlined in the CRFQ and associated documents.

Our extensive experience supporting public sector clients including departments of transportation, courts, and other state agencies has equipped us with a strong understanding of government environments, compliance requirements, and the need for secure, reliable, and efficient IT staffing services.

We appreciate the opportunity to submit this response and look forward to the possibility of supporting WVDOT.

Should you require any additional information or clarification, please do not hesitate to contact us.

Sincerely



Rajamani Thiyagarajan, President

MSys, Inc.

Phone: (202) 629-0353 x701

Email: rfpresponse@msysinc.com

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1. Required Forms & Documents

1.1. Completed CRFQ Form

	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
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Proc Folder: 1886131 Doc Description: WVDOT IT Temporary Staffing Services (81260081)		Reason for Modification:	
Proc Type: Central Master Agreement			
Date Issued	Solicitation Closes	Solicitation No	Version
2026-03-12	2026-03-31 13:30	CRFQ 0803 DOT2600000079	1

BID RECEIVING LOCATION

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

VENDOR

Vendor Customer Code: VS0000010082
Vendor Name : MSys, Inc.
Address :
Street : 1025 Connecticut Ave, NW Suite 1000
City : Washington
State : DC **Country :** USA **Zip :** 20036
Principal Contact : Rajamani Thiyagarajan
Vendor Contact Phone: (202) 629-0353 x 701 **Extension:** 701

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

Vendor Signature X  **FEIN#** 56-1862003 **DATE** Apr 14, 2026

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
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Proc Folder:	1886131	Reason for Modification:
Doc Description:	WVDOT IT Temporary Staffing Services (81260081)	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
2026-03-25	2026-04-14 13:30	CRFQ 0803 DOT2600000079
		Version
		2

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


VENDOR
Vendor Customer Code: VS0000010082 Vendor Name : MSys, Inc. Address : Street : 1025 Connecticut Ave, NW Suite 1000 City : Washington State : DC Country : USA Zip : 20036 Principal Contact : Vendor Contact Phone: (202) 629-0353 x 701 Extension: 701

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

 Vendor Signature X	56-1862003 FEIN#	Apr 14, 2026 DATE
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All offers subject to all terms and conditions contained in this solicitation

1.2. Addendum Acknowledgement

	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
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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
2026-03-25	2026-04-14 13:30	CRFQ 0803 DOT2600000079
		Version
		2


BID RECEIVING LOCATION

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

VENDOR


Vendor Customer Code: VS0000010082
Vendor Name : MSys, Inc.
Address :
Street : 1025 Connecticut Ave, NW Suite 1000
City : Washington
State : DC **Country :** USA **Zip :** 20036
Principal Contact : Rajamani Thiyagarajan
Vendor Contact Phone: (202) 629-0353 x 701 **Extension:** 701

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



Vendor Signature X **FEIN#** 56-1862003 **DATE** Apr 14, 2026

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
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Proc Folder: 1886131 Doc Description: WVDOT IT Temporary Staffing Services (81260081)		Reason for Modification: ADDENDUM NO_2 Vendor Questions and Responses	
Proc Type: Central Master Agreement			
Date Issued	Solicitation Closes	Solicitation No	Version
2026-03-31	2026-04-14 13:30	CRFQ 0803 DOT260000079	3

BID RECEIVING LOCATION

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

VENDOR

Vendor Customer Code: VS0000010082
Vendor Name : MSys, Inc.
Address :
Street : 1025 Connecticut Ave, NW Suite 1000
City : Washington
State : DC **Country :** USA **Zip :** 20036
Principal Contact :
Vendor Contact Phone: (202) 629-0353 x 701 **Extension:** 701

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


Vendor Signature X

FEIN# 56-1862003

DATE Apr 14, 2026

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

1.3. Terms & Conditions Signature Form (Page 14)

DESIGNATED CONTACT: Vendor appoints the individual identified in this Section as the Contract Administrator and the initial point of contact for matters relating to this Contract.

(Printed Name and Title) Rajamani Thiagarajan

(Address) 1025 Connecticut Ave, NW Suite 1000, Washington, DC 20036

(Phone Number) / (Fax Number) (202) 629-0353 x 701/ 510-280-7352

(email address) rfpresponse@msysinc.com

CERTIFICATION AND SIGNATURE: By signing below, or submitting documentation through wvOASIS, I certify that: I have reviewed this Solicitation/Contract in its entirety; that I understand the requirements, terms and conditions, and other information contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation/Contract for that product or service, unless otherwise stated herein; that the Vendor accepts the terms and conditions contained in the Solicitation, unless otherwise stated herein; that I am submitting this bid, offer or proposal for review and consideration; that this bid or offer was made without prior understanding, agreement, or connection with any entity submitting a bid or offer for the same material, supplies, equipment or services; that this bid or offer is in all respects fair and without collusion or fraud; that this Contract is accepted or entered into without any prior understanding, agreement, or connection to any other entity that could be considered a violation of law; that I am authorized by the Vendor to execute and submit this bid, offer, or proposal, or any documents related thereto on Vendor's behalf; that I am authorized to bind the vendor in a contractual relationship; and that to the best of my knowledge, the vendor has properly registered with any State agency that may require registration.

By signing below, I further certify that I understand this Contract is subject to the provisions of West Virginia Code § 5A-3-62, which automatically voids certain contract clauses that violate State law; and that pursuant to W. Va. Code 5A-3-63, the entity entering into this contract is prohibited from engaging in a boycott against Israel.

MSys, Inc.

(Company) _____

(Signature of Authorized Representative) _____

Rajamani Thiagarajan, President, Mar 31, 2026

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

(202) 629-0353 x 701

(Phone Number) (Fax Number)

rfpresponse@msysinc.com

(Email Address)

2. Compliance Matrix				
Requirement ID	Requirement	Solicitation Reference	MSys Response	Evidence / Approach
Minimum Qualifications - 1	Organizational Experience & Business Tenure Compliance	Section 3	Compliant	30+ years IT staffing experience
Minimum Qualifications - 2	Role-Based Qualification Compliance	Section 4.1	Compliant	Candidates meet education, experience, skills
Minimum Qualifications - 3	IT Classification Experience	Scope	Compliant	Mainframe, DBA, .NET, GIS
Vendor Responsibilities - 1	Rate Card Submission	Section 4.2	Compliant	All labor categories priced
Vendor Responsibilities - 2	All-Inclusive Pricing	Section 4.2	Compliant	Fully loaded rates
Vendor Responsibilities - 3	Qualified Candidates	Section 4.2	Compliant	Pre-screened candidates
Vendor Responsibilities - 4	Documentation	Section 4.2	Compliant	Resume & certifications
Vendor Responsibilities - 5	Work Authorization	Section 4.2	Compliant	Eligibility verified
Vendor Responsibilities - 6	5-Day Response	Section 4.2	Compliant	2 candidates within 5 days
Vendor Responsibilities - 7	Priority Model	Section 4.2	Compliant	Adheres to vendor priority
VR-8	Timesheets	Section 4.2	Compliant	Weekly submission
VR-9	Replacement	Section 4.2	Compliant	Within 10 business days
VR-10	Continuity	Section 4.2	Compliant	Backup resources
VR-11	Delivery Order	Section 4.2	Compliant	Work after approval
VR-12	Supervision	Section 4.2	Compliant	Admin oversight
VR-13	Security	T&C	Compliant	Data protection
VR-14	Forms Submission	Instructions	Compliant	All forms included

3. Minimum Qualifications

MSys, Inc. fully meets and exceeds all Minimum Qualification requirements outlined in CRFQ 0803 DOT2600000079. With over 29 years of experience delivering IT staffing services to federal, state, and local government agencies, MSys brings a proven ability to provide highly qualified technical resources aligned with complex and evolving IT environments.

3.1. Organizational Experience & Business Tenure Compliance

MSys, Inc. has been providing IT staffing and technology services since 1994, with a strong focus on supporting public sector clients. Our extensive experience spans multiple state agencies, including departments of transportation, courts, labor, health services, and motor vehicles.

We have successfully delivered staffing services across large-scale, multi-agency environments requiring:

- Rapid deployment of qualified IT professionals
- Support for mission-critical systems
- Adherence to government compliance, security, and operational standards

Our long-standing presence in the public sector demonstrates organizational stability, reliability, and the ability to consistently meet contractual obligations.

3.2. Role-Based Qualification Compliance

MSys ensures that all proposed candidates meet or exceed the qualification requirements defined for each labor category in the Scope of Work. Our structured screening and evaluation process validates:

- Educational qualifications aligned with role requirements
- Relevant years of experience in required technologies
- Technical proficiency across defined platforms and tools
- Communication skills and ability to work within government environments

Each candidate undergoes a multi-level evaluation process, including technical screening, reference verification, and compliance checks, ensuring that only fully qualified candidates are submitted for consideration.

Our staffing approach is specifically aligned to support the required roles, including:

- Mainframe Application Analysts (COBOL, CICS, JCL)
- Oracle, DB2, and SQL Server Database Administrators
- PC Programmer Analysts (.NET, Java, web technologies)
- GIS Architects, Developers, and Database Administrators

This role-based alignment ensures immediate productivity and minimal onboarding time for WVDOT.

3.3. Demonstrated Staffing Experience Across Required IT Classifications

MSys has extensive experience providing IT staffing services across all major technical classifications outlined in the Scope of Work. Our experience includes:

- **Mainframe Systems:** Support for **Mainframe Application Analysts and Mainframe Programmer Analysts** with expertise in COBOL, CICS, JCL, batch processing, system enhancements, and maintenance of legacy government systems.
- **Database Administration:** Provision of **Oracle Database Administrators, DB2 Database Administrators, and SQL Server Database Administrators** with capabilities in database design, performance tuning, backup and recovery, security, and data integrity management.
- **Application Development:** Staffing of **Senior PC Programmer Analysts and PC Programmer Analysts** experienced in .NET, Java, and web-based technologies, supporting application development, maintenance, and system integration.
- **Geographic Information Systems (GIS):** Deployment of **GIS Architects, GIS Developers, and GIS Database Administrators** with expertise in ESRI/ArcGIS platforms, geospatial data management, and transportation-related GIS systems.
- **Data & Reporting:** Provision of **Data Analysts / Reporting Specialists** skilled in business intelligence, data analysis, reporting, and visualization to support operational and strategic decision-making.
- **Technical & Systems Support:** Staffing of **Technical Support Specialists and Systems Support personnel** responsible for troubleshooting, system maintenance, user support, and ensuring operational continuity.

Value-Added Capability

To further strengthen staffing outcomes, MSys leverages AI-assisted sourcing and screening tools to enhance candidate identification and qualification processes. These capabilities enable:

- Faster identification of candidates matching specific technical skill sets
- Improved screening accuracy through skill-based matching and validation
- Reduced time-to-submit while maintaining high quality standards

This approach supports MSys's commitment to meeting response timelines and delivering highly qualified candidates aligned with WVDOT's requirements.

MSys's qualifications are further demonstrated through extensive experience supporting state agencies, as detailed in Section 6 - Relevant Experience.

4. Vendor Responsibilities

MSys, Inc. acknowledges and fully complies with all Vendor Responsibilities outlined in CRFQ 0803 DOT2600000079. Our staffing delivery model, governance framework, and operational processes are designed to ensure full compliance with all contractual, technical, and administrative requirements.

4.1. Rate Card Submission & Pricing Compliance

MSys has provided hourly rates for all required labor categories in accordance with the solicitation requirements. All rates are fully loaded and inclusive of all costs, including labor, overhead, benefits, insurance, and any applicable expenses. No additional charges will be applied beyond the agreed-upon rates.

4.2. Qualified Candidate Submission & Documentation

MSys submits only fully qualified candidates who meet or exceed the requirements defined for each labor category. Each candidate undergoes a rigorous screening process, including technical evaluation, experience validation, and reference checks.

Complete candidate documentation, including resumes, qualifications, and certifications (if applicable), is provided with each submission. All information is verified for accuracy and compliance with solicitation requirements.

4.3. Work Authorization & Compliance Verification

MSys ensures that all proposed candidates are legally authorized to work in the United States. Employment eligibility verification, background checks, and compliance validations are conducted in accordance with applicable federal and state regulations.

4.4. Timely Staffing Fulfillment & Responsiveness

MSys is committed to meeting all required response timelines. Upon receipt of a staffing request, MSys will submit a minimum of two (2) qualified candidates within five (5) business days. Our established recruitment processes, supported by a pre-qualified candidate pipeline, enable rapid and reliable response to agency needs.

4.5. Priority-Based Response Compliance

MSys understands and will adhere to the multi-vendor priority structure defined in the solicitation. We are committed to responding promptly within assigned priority levels and maintaining consistent service delivery performance.

4.6. Timesheet Submission & Reporting

MSys ensures that all assigned personnel submit accurate and timely timesheets in accordance with agency requirements. Internal processes are in place to support submission, validation, and approval workflows.

4.7. Resource Replacement & Service Continuity

MSys is committed to maintaining uninterrupted service delivery. In the event a resource becomes unavailable or does not meet performance expectations, MSys will provide a qualified replacement within ten (10) business days. Backup resources and proactive workforce management practices ensure continuity of services.

4.8. Delivery Order & Supervision Compliance

MSys will perform all work strictly in accordance with approved Delivery Orders, including adherence to defined scope, duration, and authorized hours. MSys will provide administrative oversight of assigned personnel, while day-to-day supervision and task direction will be managed by the agency, in accordance with solicitation requirements.

4.9. Policy, Security & Submission Compliance

MSys ensures that all personnel comply with agency policies, procedures, and IT security requirements, including confidentiality and data protection standards.

MSys also confirms that all required forms and documentation including the completed CRFQ form, addendum acknowledgements, and executed terms and conditions are included in this submission and comply fully with solicitation requirements.

5. Company Overview

MSys, Inc., established in 1994 and headquartered in Washington, DC, is a leading provider of IT staffing and technology services supporting federal, state, and local government agencies. With over 29 years of experience, MSys specializes in delivering highly qualified IT professionals to support mission-critical systems, application development, database administration, and infrastructure operations.

MSys has extensive experience providing IT staffing services across a wide range of technical domains, including Mainframe (COBOL, CICS), Oracle/DB2/SQL Server database administration, application development (.NET/Java), and GIS technologies. Our ability to rapidly source, screen, and deploy qualified personnel enables agencies to meet evolving project demands while maintaining operational continuity.

Our public sector experience includes successful engagements with organizations such as the State of North Carolina Administrative Office of the Courts, Department of Justice (U.S. Attorney's Office), and multiple state departments including transportation, labor, motor vehicles, and health services. This experience provides MSys with a strong understanding of government environments, compliance requirements, and the need for reliable, secure, and scalable IT support. MSys follows a structured and efficient staffing methodology that emphasizes candidate quality, responsiveness, and alignment with client requirements. Our recruitment process includes multi-channel sourcing, technical screening, reference validation, and compliance verification to ensure that only highly qualified candidates are submitted.

We are committed to providing timely staffing support, including rapid response to staffing requests, submission of qualified candidates within required timelines, and ensuring continuity of services through proactive resource management and replacement strategies. With a strong track record of delivering IT staffing services to government clients, MSys is well-positioned to support the West Virginia Department of Transportation (WVDOT) in meeting its IT temporary staffing needs.

Strategic Capabilities: MSys offers a comprehensive set of IT staffing and technical capabilities aligned with the requirements of WVDOT's IT Temporary Staffing Services. Our expertise enables us to provide highly qualified professionals across a broad range of technical domains, supporting both legacy and modern technology environments.

- **Application Development & Maintenance:** Support for development, enhancement, and maintenance of applications using technologies such as .NET, Java, and web-based platforms, ensuring reliable and scalable solutions.
- **Mainframe Systems Support:** Expertise in mainframe environments including COBOL, CICS, JCL, and legacy system maintenance, ensuring continuity of critical transportation systems.
- **Database Administration:** Skilled professionals in Oracle, DB2, and SQL Server database administration, including performance tuning, optimization, backup and recovery, and data integrity management.
- **GIS Solutions & Development:** Experience providing GIS Architects, Developers, and Database Administrators with expertise in ESRI/ArcGIS platforms to support geospatial data management and transportation planning systems.
- **Data Management & Reporting:** Support for data analysis, reporting, and business intelligence solutions to enable informed decision-making and operational visibility.
- **Infrastructure & Systems Support:** Resources for server administration, system monitoring, and infrastructure support to maintain system performance and availability.
- **Quality Assurance & Testing:** Provision of QA analysts and testing support to ensure system reliability, performance, and compliance with requirements.
- **Project & Program Support:** Experienced project managers and technical leads to support planning, coordination, and execution of IT initiatives.
- **Staff Augmentation & Rapid Deployment:** Proven ability to quickly source, screen, and deploy qualified IT professionals aligned with defined labor categories and project requirements.
- **Security & Compliance Support:** Resources with experience in implementing security best practices, supporting compliance requirements, and maintaining data protection standards.

MSys's strategic capabilities are supported by a structured recruitment and delivery model that ensures timely submission of qualified candidates, alignment with technical requirements, and continuity of services throughout the engagement lifecycle.

6. Relevant Experience & Staffing Approach

MSys, Inc. has a long-standing record of supporting public sector organizations with reliable and high-quality IT staffing services. Our experience includes engagements with transportation agencies, judicial systems, and enterprise government departments where consistent performance, adaptability, and technical depth are essential to daily operations.

Across these engagements, MSys has provided skilled professionals in all key technical areas identified in this solicitation. These include mainframe environments utilizing COBOL, CICS, and JCL; database platforms such as Oracle, DB2, and SQL Server; application development using .NET and Java; GIS technologies supporting geospatial systems; as well as data analysis, reporting, and technical support functions. This breadth of experience enables us to effectively support both legacy platforms and modernized systems within complex government environments.

Our staffing methodology is designed to deliver qualified candidates efficiently while maintaining a strong alignment with role-specific requirements. Through a combination of targeted sourcing channels and AI-assisted candidate matching, we identify individuals whose skills and experience closely match the technical and functional needs of each request. A structured screening process including technical validation and reference checks—ensures that only well-qualified candidates are presented for consideration.

MSys is fully prepared to operate within a multi-vendor environment and consistently meet defined response expectations. Our processes are designed to support the submission of qualified candidates within five (5) business days, supported by a readily available talent pipeline and streamlined recruitment workflows. This approach allows us to respond quickly without compromising on candidate quality.

To support ongoing service delivery, MSys applies a structured, ITIL-aligned approach adapted for staffing engagements. This includes coordinated onboarding, active performance monitoring, and clear communication with agency stakeholders. Resource continuity is maintained through proactive planning and the availability of backup personnel, ensuring minimal disruption and timely replacement when required.

By combining practical experience with a disciplined staffing and delivery approach, MSys is well-positioned to support the West Virginia Department of Transportation (WVDOT) in meeting its IT temporary staffing needs with consistency, responsiveness, and technical excellence.

Demonstrated Experience Across Required Labor Categories

Client	Services Provided	Benefits / Impact
State of North Carolina – Administrative Office of the Courts	Developed Java/MQ interfaces for NCAWARE and eCitation systems; supported design, development, and implementation	Improved judicial processing efficiency and enabled real-time data exchange across court systems
Department of Justice – U.S. Attorney’s Office (SC)	Provided SharePoint, network administration, IT support, and litigation system services	Enhanced system reliability, security posture, and user support responsiveness
Department of Labor – State of Maine	Modernized Unemployment Benefits system using COBOL, Oracle PL/SQL, and Unix scripting	Improved system performance and reduced processing time for benefits management
WIC – State of Maine	Led reporting solution using SSRS and SQL Server	Enabled data-driven decision-making through accurate and timely reporting
DSS – State of Virginia	Delivered Java/JSF development services for enterprise applications	Enhanced system functionality and improved service delivery to citizens
Defense Logistics Agency (DLA)	Provided system administration, data migration, and infrastructure support	Strengthened system stability and improved data management processes
DMV – State of South Carolina	Developed SSRS dashboards and reporting enhancements	Increased operational visibility and reporting accuracy

State of Pennsylvania – Department of Environmental Protection (DEP)	Supported Oracle-based eFACTS system (2,500+ tables), including upgrades and enhancements	Improved system scalability, performance, and long-term maintainability
State of Pennsylvania – Department of Transportation (PennDOT)	Delivered BI development using .NET and Business Objects; built dashboards and reports	Enabled advanced analytics and improved transportation decision-making
Department of Revenue – State of South Carolina	Provided SQL Server database administration services	Ensured data integrity, system performance, and secure data management
Maryland DLLR	Delivered project management consulting services	Improved project execution, governance, and delivery timelines
State of Oklahoma	Provided .NET and BI consulting and architecture services	Enhanced system design and improved reporting capabilities
Ohio Public Employee Retirement System	Delivered infrastructure and system administration support	Improved system uptime and operational efficiency
State of Iowa	Provided .NET development and software engineering services	Delivered scalable applications supporting business operations
Sacramento Municipal Utility District (SMUD)	Supported system migration (Windows XP to Windows 7) and infrastructure coordination	Reduced operational risk and improved system performance
State of Delaware (DTI)	Led full SDLC development for multi-tier applications	Delivered high-quality applications with improved system reliability
State of Arizona (Various Agencies)	Delivered .NET applications, project support, and consulting services	Enabled efficient application delivery across multiple departments
State of Minnesota Judiciary	Provided business analysis and modernization support	Improved system planning and modernization outcomes
State of South Carolina (DHS, SCEIS, Budget & Control Board)	Delivered Agile support, SharePoint admin, and cybersecurity/SOC services	Strengthened governance, collaboration, and security monitoring
Department of Energy (WA)	Delivered project management and planning services	Improved project visibility and execution efficiency
Library of Congress	Provided infrastructure and desktop support services	Enhanced system reliability and user productivity
Washington State Department of Enterprise Services	Delivered FileNet consulting and document management support	Improved document management efficiency and workflow automation
SAMTRANS (San Mateo Transit)	Developed .NET web applications for transportation systems	Enhanced user experience and public-facing service delivery
Value Momentum / RLI Insurance	Delivered QA and testing services for enterprise systems	Improved software quality and reduced production defects
Trianz (Clients: MasterCard, NY Life)	Provided staffing support including .NET and QA resources	Enabled scalable staffing support across enterprise clients

Relevant IT Staffing Experience

Field	Details
Client Name	Washington State Department of Enterprise Services
Contact Name	Marci Disken
Address	1500 Jefferson St SE, Olympia, WA 98501
Phone Number	360-407-9405
Email Address	marci.disken@des.wa.gov
Period of Performance	Jul 2023 – Present

Services Provided	MSys supported statewide IT initiatives by providing highly skilled technical resources aligned with procurement and enterprise service requirements. Our team delivered professionals across application development, infrastructure support, and system administration roles. Using intelligent candidate matching techniques, MSys ensured precise alignment between technical requirements and candidate capabilities. We enabled efficient onboarding and rapid deployment to support ongoing projects and operational needs. Our resources contributed to system stability, performance optimization, and service delivery improvements. This engagement highlights MSys's ability to support large-scale government environments with reliable and qualified IT staffing.
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Field	Details
Client Name	California Public Employees' Retirement System (CalPERS)
Contact Name	Siva Reddy Alla
Address	California, USA
Phone Number	630-362-5048
Email Address	Siva.alla@calpers.ca.gov
Period of Performance	Jan 2024 – Aug 2024
Services Provided	MSys provided IT staffing support for enterprise applications and database environments supporting critical retirement and financial systems. Our team delivered database administrators, application developers, and technical specialists to support system enhancements and performance optimization. By leveraging data-driven candidate screening methods, MSys ensured high-quality resource selection aligned with technical and domain requirements. We supported system modernization efforts, troubleshooting, and ongoing maintenance of large-scale applications. Our approach ensured minimal disruption and continuous system availability. This engagement reflects MSys's strength in supporting complex, data-intensive government systems.

Field	Details
Client Name	Mississippi Department of Finance & Administration (DFA)
Contact Name	Rachel Venkataraman
Address	501 N West St #1301, Jackson, MS 39201
Phone Number	(303) 520-9761
Email Address	seniorsaphrconsultant@gmail.com
Period of Performance	Jan 2023 – Dec 2025
Services Provided	MSys delivered IT staffing and project support services to enhance financial and administrative systems within the department. Our resources supported application development, system maintenance, and technical operations across multiple business functions. Using structured and AI-assisted sourcing processes, MSys ensured rapid identification of candidates aligned with project requirements. We supported system upgrades, issue resolution, and performance improvements to ensure operational efficiency. Our team worked closely with stakeholders to maintain continuity and meet evolving needs. This engagement demonstrates MSys's capability to provide reliable staffing support for critical government operations.

Field	Details
Client Name	San Mateo County Transit District (SamTrans)



Contact Name	Linda Tamtum
Address	1250 San Carlos Ave, San Carlos, CA 94070-3006
Phone Number	(650) 508-7933 / (650) 730-6153
Email Address	tamtuml@samtrans.com
Period of Performance	Mar 2021 - Present
Services Provided	MSys supported transportation-focused IT initiatives by providing skilled technical and administrative resources aligned with infrastructure and application needs. Our team delivered staffing support for system maintenance, IT operations, and telecommunications initiatives. Leveraging efficient sourcing and screening practices, MSys ensured timely deployment of qualified personnel. We supported ongoing system improvements, troubleshooting, and operational continuity for transportation services. Our approach enabled the agency to maintain reliable and efficient IT operations. This engagement demonstrates MSys's ability to support transportation agencies with responsive and effective staffing solutions.

6.1. Our Staffing Approach

MSys adopts a proactive and demand-driven staffing approach that aligns closely with the agency's technical environment, project priorities, and operational requirements. Our model is designed to ensure rapid response while maintaining a strong emphasis on quality, accuracy, and long-term fit. We maintain a continuously updated pipeline of pre-qualified IT professionals across all required labor categories, including mainframe, database administration, application development, GIS, data analytics, and technical support. This enables us to respond quickly to staffing requests without compromising on candidate quality.

Our approach incorporates AI-assisted candidate matching to analyze skills, experience, and role requirements, allowing for more precise alignment between candidate capabilities and job expectations. Combined with human-led evaluation, this ensures that each submission is both technically sound and contextually appropriate.

Additionally, MSys emphasizes seamless onboarding and integration, enabling resources to quickly adapt to agency processes and contribute effectively from the outset. This results in reduced ramp-up time and improved productivity.

6.2. Recruitment Methodology and Approach

MSys, Inc. employs a structured and results-driven recruitment methodology designed to deliver highly qualified IT professionals aligned with agency requirements. Our approach combines proven recruiting practices with AI-assisted tools to enhance efficiency, improve candidate quality, and ensure timely submission of resources. Each staffing request is treated with a targeted strategy to ensure alignment with technical skills, experience levels, and project needs.

Recruitment Methodology Overview

Recruitment Phase	MSys Approach	Key Activities	Outcomes / Benefits
Requirement Analysis	Detailed evaluation of staffing request to understand technical, functional, and environmental needs	Review job descriptions, required skills, experience levels, and work environment	Ensures accurate understanding of role requirements and reduces mismatches
Sourcing Strategy	Targeted sourcing using multi-channel approach and AI-assisted tools	Utilize internal database, job boards, professional networks, and referrals	Faster identification of relevant candidates and reduced time-to-submit
Candidate Screening	Multi-level screening combining technical validation and experience assessment	Conduct technical interviews, resume validation, and preliminary evaluations	Ensures only qualified and relevant candidates are shortlisted

AI-Assisted Matching	Use of AI tools to analyze candidate profiles against job requirements	Skill matching, keyword analysis, and experience alignment	Improves accuracy and speeds up candidate selection
Candidate Evaluation	Comprehensive evaluation of candidate suitability for the role	Assess technical capability, communication skills, and cultural fit	Enhances placement success and reduces onboarding challenges
Documentation & Compliance	Verification of candidate documentation and eligibility	Validate resumes, work authorization, and required credentials	Ensures compliance with solicitation and regulatory requirements
Candidate Submission	Structured submission of qualified candidates within required timelines	Submit minimum required candidates with complete documentation	Meets response timelines and improves client evaluation efficiency
Client Coordination	Continuous communication with agency during evaluation and selection	Address queries, coordinate interviews, and provide additional information	Ensures smooth selection process and faster decision-making
Offer Onboarding Support	Facilitate onboarding and transition into client environment	Coordinate start dates, documentation, and onboarding processes	Ensures seamless integration and immediate productivity

Through this structured recruitment methodology, MSys ensures the consistent delivery of qualified candidates who meet both technical and organizational requirements. Our integration of AI-assisted tools with proven recruiting practices enhances speed, accuracy, and compliance, enabling us to meet defined response timelines while maintaining high standards of candidate quality. This approach supports efficient staffing operations and contributes to successful long-term engagements.

6.3. Talent Acquisition

MSys, Inc. employs a proactive and strategic talent acquisition approach designed to ensure the availability of highly qualified IT professionals across all required labor categories. Our model focuses on building and sustaining a strong talent pipeline, enabling rapid response to staffing requests while maintaining high standards of quality, compliance, and role alignment.

Strategic Workforce Planning

MSys aligns its talent acquisition efforts with anticipated client needs, industry trends, and evolving technology demands. By continuously analyzing workforce requirements across domains such as mainframe, database administration, application development, GIS, and technical support, we proactively prepare for upcoming staffing demands. This forward-looking approach ensures readiness to fulfill requirements without delays.

Talent Pipeline Development

MSys maintains a robust and continuously refreshed pipeline of pre-qualified candidates across all labor categories defined in the solicitation. Candidates within this pipeline are regularly engaged, screened, and updated to ensure availability and relevance. This enables MSys to respond quickly to staffing requests while maintaining a high level of candidate quality.

Candidate Engagement and Relationship Management

MSys focuses on long-term engagement with IT professionals through consistent communication, career development discussions, and professional networking. By building strong relationships with candidates, we gain insight into their availability, skill progression, and preferences. This approach improves retention, reduces time-to-hire, and enhances overall placement success.

AI-Assisted Talent Identification

MSys leverages AI-enabled tools to enhance candidate identification and matching. These tools analyze candidate profiles, skills, experience, and project history to identify individuals who closely align with specific role requirements. This data-driven approach improves accuracy in candidate selection while reducing the time required to identify suitable resources.

Diversity and Skill Coverage

MSys ensures access to a diverse pool of candidates with a wide range of technical expertise. Our talent acquisition strategy emphasizes inclusion and broad skill coverage across all required labor categories, ensuring that we can support varied project needs and technical environments. This diversity strengthens our ability to provide well-rounded and adaptable staffing solutions.

Continuous Talent Readiness

MSys continuously monitors and updates candidate availability, ensuring that resources are ready for immediate deployment when required. Our team actively tracks candidate status, project transitions, and market availability to maintain a high level of responsiveness. This ensures that staffing requests can be fulfilled within required timelines without compromising quality.

Through its strategic and technology-enabled talent acquisition approach, MSys ensures a steady pipeline of qualified IT professionals ready to meet dynamic staffing demands. Our focus on proactive planning, continuous engagement, and data-driven candidate identification enables us to deliver timely, high-quality staffing solutions aligned with agency requirements.

6.4. Sourcing

MSys employs a proactive, multi-channel sourcing strategy designed to identify, attract, and engage highly qualified IT professionals aligned with client-specific technical and operational requirements. Our sourcing approach is built on a combination of advanced tools, established talent networks, and a continuously refreshed pipeline of prequalified candidates, enabling rapid response and high-quality submissions.

At the core of our sourcing capability is a robust internal database and applicant tracking system that maintains a curated pool of pre-screened candidates across diverse technology domains. This allows MSys to quickly match requirements with available talent while minimizing time-to-fill. In parallel, we continuously build a “ready bench” of candidates through ongoing market engagement, ensuring immediate availability of resources for critical needs.

To ensure comprehensive market coverage, MSys leverages both **internal and external sourcing channels**:

- **Internal Sources:**
 - Existing MSys consultant bench
 - Employee referrals and rehiring of previously successful candidates
 - Redeployment of consultants completing prior assignments
- **External Sources:**
 - Leading job portals and career sites
 - Professional networks (LinkedIn, GitHub, industry forums)
 - Social media platforms and targeted outreach campaigns
 - Recruitment partners, placement agencies, and campus hiring initiatives
 - Industry events, user groups, and diversity/minority business networks

Our recruiters utilize a **targeted and intelligence-driven sourcing methodology**, combining keyword-based searches, market mapping, and passive candidate outreach to identify niche and hard-to-find skill sets. We actively engage passive candidates - those not actively seeking opportunities but highly qualified - through personalized communication and relationship-building strategies.

Each sourcing effort is guided by a clearly defined recruitment plan that aligns with the client’s timeline, required skill sets, experience levels, and work environment. Recruiters collaborate closely with account managers and technical SMEs to refine search criteria and ensure precision in candidate identification.

To maintain quality and consistency, all sourced candidates undergo initial validation before entering the screening phase. MSys emphasizes that sourcing is not limited to resume collection; rather, it is a **strategic talent identification process** where candidates are pre-qualified for technical expertise, communication skills, and cultural fit prior to submission.

Additionally, MSys continuously tracks sourcing effectiveness through key performance metrics such as time-to-source, submission-to-interview ratio, and quality-of-hire. These insights enable ongoing optimization of sourcing channels and techniques, ensuring sustained delivery excellence.

In summary, MSys’s sourcing approach ensures:

- Rapid identification of qualified candidates

- Access to both active and passive talent pools
- High-quality, pre-validated candidate submissions
- Scalability to meet fluctuating staffing demands

This structured and data-driven sourcing strategy enables MSys to consistently deliver top-tier IT talent within tight timelines while maintaining alignment with client expectations and project goals.

6.5. Background Checks and Drug Screenings

MSys, Inc. follows a comprehensive and compliant screening process to ensure that all proposed candidates meet applicable legal, regulatory, and agency-specific requirements. Our approach is designed to validate candidate integrity, confirm qualifications, and ensure that all personnel are suitable for assignment in government environments.

Screening and Compliance Approach

Screening Component	MSys Approach	Key Outcomes / Benefits
Employment Verification	Verification of previous employment history, roles, and duration through reliable sources	Confirms candidate experience and reduces risk of misrepresentation
Reference Checks	Professional references validated to assess performance, reliability, and work ethics	Ensures candidate credibility and job readiness
Education Verification	Validation of academic credentials and certifications (as applicable)	Confirms required qualifications and compliance with role requirements
Work Authorization Verification	Verification of legal eligibility to work in the United States (I-9 compliance)	Ensures full compliance with federal employment regulations
Criminal Background Checks	Background screening conducted as per client and regulatory requirements	Enhances workplace safety and risk mitigation
Drug Screenings	Conducted as required by agency policies or project-specific requirements	Ensures compliance with workplace standards and safety expectations
Role-Specific Screening	Additional checks based on role sensitivity (e.g., security or data access)	Aligns candidate suitability with job responsibilities

Through this structured screening and verification process, MSys ensures that all candidates are fully vetted, compliant, and prepared to operate within secure and regulated environments. Our approach minimizes risk, enhances workforce reliability, and supports the delivery of high-quality IT staffing services in alignment with agency expectations.

6.6. Value-Driven Screening Services

MSys, Inc. implements a comprehensive, value-driven screening framework designed to ensure that all submitted candidates meet the highest standards of technical competence, role alignment, and professional readiness. Our approach goes beyond basic resume screening by combining structured evaluation methods with AI-assisted insights to improve candidate quality, reduce submission risk, and enhance overall placement success.

Multi-Layered Candidate Evaluation

MSys applies a multi-stage screening process to assess candidates across technical, functional, and behavioral dimensions. Candidates are evaluated not only for their skills but also for their ability to perform effectively within the specific project and organizational context. This evaluation includes:

- In-depth **technical assessments** aligned with required tools and technologies
- Validation of **hands-on experience** through project-based discussions
- Assessment of **problem-solving ability and adaptability**
- Review of **role-specific competencies** based on job requirements

This structured approach ensures that candidates are thoroughly vetted before submission.

AI-Assisted Screening and Skill Matching

MSys leverages AI-enabled tools to enhance the screening process by analyzing candidate profiles against job requirements. These tools evaluate skills, experience patterns, and keyword alignment to identify candidates who best match the role. AI-assisted screening supports:

- Faster identification of **high-fit candidates**
- Improved accuracy in **skill-to-role alignment**
- Reduction in manual screening time while maintaining quality
- Identification of **hidden talent** based on transferable skills

This combination of technology and human judgment ensures both efficiency and precision.

Experience Validation and Risk Mitigation

To minimize hiring risks, MSys conducts detailed validation of candidate experience and qualifications. This includes verifying employment history, confirming project involvement, and assessing consistency between resumes and actual experience. Our validation process focuses on:

- Authenticity of **work experience and technical expertise**
- Consistency across **resume, interview, and references**
- Identification of potential **skill gaps or overstatements**
- Ensuring candidates meet **minimum and preferred qualifications**

This reduces the likelihood of mismatches and enhances client confidence in submitted candidates.

Behavioral and Communication Assessment

In addition to technical skills, MSys evaluates candidates’ communication abilities and interpersonal skills to ensure effective collaboration within client teams. Candidates are assessed for clarity of communication, responsiveness, and ability to work in structured environments. This includes:

- Evaluation of **verbal and written communication skills**
- Assessment of **team collaboration and adaptability**
- Alignment with **professional conduct and work ethics**
- Readiness to operate in **government or regulated environments**

This ensures that candidates can integrate smoothly into existing teams.

Submission Readiness and Quality Assurance

Before submission, each candidate undergoes a final quality check to ensure completeness and compliance. MSys ensures that all documentation is accurate, validated, and aligned with solicitation requirements. This includes:

- Final review of **resume quality and formatting**
- Confirmation of **qualification alignment with job requirements**
- Verification of **documentation completeness**
- Internal approval prior to submission

This step ensures that only fully qualified and submission-ready candidates are presented.

Through this value-driven screening approach, MSys ensures that every candidate submitted is thoroughly evaluated, technically competent, and aligned with both role requirements and organizational expectations. By combining structured screening practices with AI-assisted insights, we enhance candidate quality, reduce selection risk, and support efficient, successful staffing outcomes for the agency.

6.7. Training and Onboarding

MSys, Inc. follows a structured training and onboarding approach to ensure that all deployed resources are fully prepared to perform effectively within the agency environment from day one. Our process is designed to minimize ramp-up time, ensure alignment with project requirements, and support seamless integration into existing teams. By combining role-specific guidance with continuous learning support, MSys enables resources to maintain high performance throughout the engagement.

6.8. Training and Onboarding Framework

Phase	MSys Approach	Key Activities	Outcomes / Benefits
Pre-Onboarding Preparation	Align candidate understanding with role expectations and client environment	Share job responsibilities, project context, tools, and expectations	Ensures candidate readiness prior to start and reduces onboarding delays

Onboarding Coordination	Structured onboarding aligned with agency processes and requirements	Coordinate documentation, system access, reporting structure, and communication protocols	Smooth transition into client environment with minimal disruption
Role-Specific Orientation	Provide guidance tailored to the specific role and technical environment	Familiarization with technologies, workflows, and project-specific tools	Enables faster adaptation and immediate contribution
Knowledge Transfer Support	Facilitate understanding of project context and operational processes	Support handover sessions, documentation review, and stakeholder interaction	Reduces ramp-up time and improves productivity
Compliance and Policy Alignment	Ensure adherence to agency policies, security protocols, and work standards	Communicate compliance requirements, confidentiality standards, and reporting procedures	Ensures regulatory compliance and secure work practices
Ongoing Training and Development	Support continuous learning and skill enhancement	Provide access to training resources, knowledge-sharing sessions, and upskilling opportunities	Maintains high performance and adapts to evolving project needs
Performance Monitoring and Feedback	Track resource performance and provide ongoing support	Conduct periodic check-ins, feedback collection, and issue resolution	Ensures consistent performance and early issue identification

This structured training and onboarding framework, MSys ensures that all resources are well-prepared, aligned with agency expectations, and capable of delivering value from the outset. Our focus on seamless integration, continuous learning, and performance monitoring enables sustained productivity and supports successful long-term engagements.

6.9. Retention Approach

MSys, Inc. recognizes that resource stability and continuity are critical to the successful delivery of IT staffing services. Our retention approach is designed to maintain high levels of workforce engagement, minimize turnover, and ensure consistent service delivery throughout the contract period. By focusing on proactive communication, performance support, and employee satisfaction, MSys ensures that deployed resources remain productive, aligned, and committed to client objectives.

- **Proactive Resource Engagement:** MSys maintains continuous engagement with deployed resources through regular check-ins and structured communication. This approach allows us to understand resource needs, address concerns early, and ensure alignment with project expectations. By fostering open communication channels, MSys creates a supportive work environment that encourages long-term engagement and performance consistency.
- **Performance Monitoring and Support:** MSys actively monitors resource performance to ensure alignment with role expectations and client requirements. Feedback is gathered through ongoing interactions with both the client and the resource, enabling timely identification of any performance gaps. When needed, MSys provides additional support, guidance, or corrective actions to ensure that performance standards are consistently met.
- **Employee Satisfaction and Motivation:** MSys places strong emphasis on maintaining high levels of employee satisfaction through a positive and professional work environment. We support our resources by recognizing their contributions, addressing concerns promptly, and ensuring fair and transparent engagement practices. This focus on employee well-being contributes to higher retention and improved service delivery.
- **Continuity Planning and Backup Resources:** To ensure uninterrupted service delivery, MSys maintains a pool of pre-qualified backup resources across all required labor categories. In the event of unexpected attrition or resource unavailability, we are prepared to quickly identify and deploy suitable replacements. This proactive planning minimizes disruption and ensures continuity of operations.
- **Career Development and Growth Support**

MSys encourages continuous professional growth by supporting skill development and knowledge enhancement. Resources are provided with opportunities to expand their technical capabilities and stay

current with evolving technologies. This investment in professional development not only benefits the individual but also enhances overall service quality.

Through its structured and proactive retention approach, MSys ensures workforce stability, sustained performance, and continuity of services. By combining engagement, performance management, and forward-looking planning, we minimize turnover risks and maintain a reliable pool of skilled professionals to support agency objectives effectively.

- **Contract Management Approach and Team**

MSys, Inc. employs a structured and disciplined contract management approach to ensure full compliance with all contractual requirements, effective coordination of staffing activities, and consistent delivery of high-quality services. Our approach is designed to provide transparency, accountability, and responsiveness while supporting the agency's operational and administrative expectations. Through proactive oversight and clear communication, MSys ensures that all contract activities are executed efficiently and in alignment with defined requirements.

- **Contract Oversight and Governance**

MSys establishes a strong governance framework to manage all aspects of contract execution. This includes defined roles, reporting structures, and escalation procedures to ensure that all activities are aligned with contract terms and agency expectations. Regular monitoring of deliverables, timelines, and performance metrics enables proactive identification and resolution of issues, ensuring smooth and compliant service delivery.

- **Delivery Order and Work Authorization Management**

MSys ensures that all work is performed strictly in accordance with approved delivery orders and authorized scope. Each staffing request is reviewed and aligned with contract requirements before execution. Our team maintains clear documentation and tracking of assignments, ensuring that resources are deployed only after proper authorization and within defined parameters.

- **Timesheet and Reporting Management**

MSys follows a structured process for timesheet submission, validation, and approval in accordance with agency requirements. Resources are guided on accurate and timely reporting of work hours, and internal checks are conducted to ensure compliance before submission. This ensures transparency, accuracy, and alignment with billing and administrative processes.

- **Compliance and Policy Adherence**

MSys ensures that all personnel comply with agency policies, procedures, and security requirements throughout the engagement. This includes adherence to confidentiality standards, data protection protocols, and operational guidelines. Our compliance-driven approach minimizes risk and ensures that all activities are conducted within established regulatory frameworks.

- **Communication and Stakeholder Coordination**

Effective communication is central to MSys's contract management approach. We maintain regular interaction with agency stakeholders to provide updates, address concerns, and ensure alignment with expectations. Clear communication channels and defined points of contact enable timely issue resolution and support a collaborative working relationship.

- **Performance Monitoring and Continuous Improvement**

MSys continuously monitors resource performance and service delivery outcomes to ensure alignment with contract expectations. Feedback from the agency is incorporated into ongoing improvement efforts, enabling us to refine processes, enhance efficiency, and maintain high standards of service delivery. This proactive approach supports long-term success and client satisfaction.

6.10. Contract Management Team

MSys assigns a dedicated contract management team responsible for overseeing all aspects of service delivery and ensuring compliance with contractual requirements. The team operates under a structured framework that promotes accountability, coordination, and responsiveness. The team includes:

- **Program Manager:** Responsible for overall contract oversight, strategic coordination, and escalation management. Serves as the primary point of contact for contractual matters.
- **Account Manager:** Manages day-to-day operations, client communication, and performance tracking of assigned resources.
- **Recruitment Lead:** Oversees candidate sourcing, screening, and submission processes to ensure timely delivery of qualified resources.

- **Compliance Coordinator:** Ensures adherence to documentation requirements, work authorization verification, and regulatory compliance.

This team structure ensures that all aspects of contract execution are managed efficiently, with clear ownership and accountability.

Through its structured contract management approach and dedicated team, MSys ensures full compliance with contractual requirements, effective coordination of staffing activities, and consistent delivery of high-quality services. Our focus on governance, communication, and continuous improvement enables us to support the agency's objectives with reliability, transparency, and operational excellence.

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	\$120.00	\$124.00	\$128.00	\$132.00	\$1,048,320.00
4.1.2	Mainframe Application Analyst	2080	EA	\$100.00	\$104.00	\$108.00	\$112.00	\$881,920.00
4.1.3	Senior Application Oracle Database Administrator	2080	EA	\$130.00	\$134.00	\$138.00	\$142.00	\$1,131,520.00
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	\$135.00	\$139.00	\$143.00	\$147.00	\$1,173,120.00
4.1.6	Application DB2 Database Administrator	2080	EA	\$115.00	\$119.00	\$123.00	\$127.00	\$1,006,720.00
4.1.7	PC Programmer Analyst	2080	EA	\$100.00	\$104.00	\$108.00	\$112.00	\$881,920.00
4.1.8	Senior PC Programmer Analyst	2080	EA	\$120.00	\$124.00	\$128.00	\$132.00	\$1,048,320.00
4.1.9	Application SQL Server Database Administrator	2080	EA	\$98.00	\$102.00	\$106.00	\$110.00	\$865,280.00
4.1.10	Senior Application Oracle Database Administrator	2080	EA	\$118.00	\$122.00	\$126.00	\$130.00	\$1,031,680.00
4.1.11	GIS Database Administrator	2080	EA	\$110.00	\$114.00	\$118.00	\$122.00	\$965,120.00
4.1.12	Senior GIS Database Administrator	2080	EA	\$130.00	\$134.00	\$138.00	\$142.00	\$1,131,520.00
4.1.13	GIS Architect	2080	EA	\$148.00	\$152.00	\$156.00	\$160.00	\$1,281,280.00
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	\$134.00	\$138.00	\$142.00	\$1,131,520.00
Grand Total								\$15,508,480.00