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Header 5

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

Procurement Folder: 2020855

Procurement Type: Statewide MA (Open End)

Vendor ID: VS0000048914 

Legal Name: Bits & Bytes Technology Solutions, Inc.

Alias/DBA:

Total Bid: \$2,154,880.00

Response Date: 09/22/2026 

Response Time: 15:51

Responded By User ID: dsahaibnb 

First Name: Diwakar

Last Name: Sahai

Email: govt@bnbtech-inc.com

SO Doc Code: CRFQ

SO Dept: 0231

SO Doc ID: OOT27000000006

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Close Time: 13:30

Status: Closed

Solicitation Description: Addendum No 2 -Temporary Technical Staffing Services

Total of Header Attachments: 5

Total of All Attachments: 5



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

State of West Virginia
Solicitation Response

Proc Folder: 2020855
Solicitation Description: Addendum No 2 -Temporary Technical Staffing Services
Proc Type: Statewide MA (Open End)

Solicitation Closes	Solicitation Response	Version
2026-09-23 13:30	SR 0231 ESR09032600000001728	1

VENDOR
VS0000048914
Bits & Bytes Technology Solutions, Inc.

Solicitation Number: CRFQ 0231 OOT2700000006
Total Bid: 2154880
Response Date: 2026-09-22
Response Time: 15:51:47
Comments:

FOR INFORMATION CONTACT THE BUYER
Toby L Welch
(304) 558-8802
toby.l.welch@wv.gov

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

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	Senior Web Application Analyst	2080.0000	HOUR	75.000000	156000.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Commodity Line Comments:

Extended Description:

Senior Web Application Analyst

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
2	CRM Application Analyst	2080.0000	HOUR	73.000000	151840.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Commodity Line Comments:

Extended Description:

CRM Application Analyst

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
3	Senior SQL Server Database Administrator	2080.0000	HOUR	73.000000	151840.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Commodity Line Comments:

Extended Description:

Senior SQL Server Database Administrator

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
4	Business Analyst	2080.0000	HOUR	70.000000	145600.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Commodity Line Comments:

Extended Description:

Business Analyst

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
5	Learning Management System & eLearning Development Specialis	2080.0000	HOUR	68.000000	141440.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Commodity Line Comments:

Extended Description:

Learning Management System & eLearning Development Specialist

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
6	Cloud Financial Operations Specialist	2080.0000	HOUR	76.000000	158080.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Commodity Line Comments:

Extended Description:

Cloud Financial Operations Specialist

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
7	Cloud Architect	2080.0000	HOUR	93.000000	193440.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Commodity Line Comments:

Extended Description:

Cloud Architect

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
8	Cloud Security Professional	2080.0000	HOUR	98.000000	203840.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Commodity Line Comments:

Extended Description:

Cloud Security Professional

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
9	Cloud Platform Engineer	2080.0000	HOUR	78.000000	162240.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Commodity Line Comments:

Extended Description:

Cloud Platform Engineer
Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
10	Cloud Network Engineer	2080.0000	HOUR	85.000000	176800.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Commodity Line Comments:

Extended Description:

Cloud Network Engineer
Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
11	Cloud Systems Management Engineer	2080.0000	HOUR	75.000000	156000.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Commodity Line Comments:

Extended Description:

Cloud Systems Management Engineer
Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
12	Cloud Center of Excellence (CCOE) Implementation Spec	2080.0000	HOUR	97.000000	201760.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Commodity Line Comments:

Extended Description:

Cloud Center of Excellence (CCOE) Implementation Specialist
Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
13	Mainframe Systems Programmer	2080.0000	HOUR	75.000000	156000.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Commodity Line Comments:

Extended Description:

Mainframe Systems Programmer
Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

TECHNICAL RESPONSE FOR



RFQ Title: Temporary Technical Staffing Services

Solicitation No: #CRFQ 0231 OOT2700000006

Due Date: 09/23/2026

Time: 13:30 PM EDT

PROPOSAL SUBMITTED BY
BITS & BYTES TECHNOLOGY SOLUTIONS INC.



POC: Mr. DIWAKAR SAHAI, President & CEO
30 CORPORATE CIRCLE, SUITE 100
ALBANY, NY 12203
518-309-6900x1006
govt@bnbtech-inc.com

PROPOSAL SUBMITTED TO
Attn: Toby L Welch
Department of Administration, Purchasing Division
2019 Washington ST E, Charleston, WV 25305
(304) 558-8802
toby.l.welch@wv.gov

Bits & Bytes Technology Solutions, Inc. is an Equal Opportunity Employer
NY Certified Minority Business Enterprise (MBE) | NY, NJ NMSDC Certified | E-Verified
Top 15 Minority Employers in the Capital District

#CRFQ 0231 OOT2700000006 – Temporary Technical Staffing Services

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1. COVER LETTER

Sept 14, 2026

To,
Department of Administration,
Purchasing Division,
2019 Washington ST E,
Charleston, WV 25305

Sub: RESPONSE TO REQUEST FOR PROPOSAL- ##CRFQ 0231 OOT2700000006- Temporary Technical Staffing Services

Dear Evaluation Committee,

Bits & Bytes Technology Solutions, Inc. is pleased to submit our proposal in response to the State of West Virginia, Request for Quote for Temporary Technical Staffing Services.

With over 18 years of experience delivering workforce and IT staffing solutions, Bits & Bytes has established itself as a trusted partner to state agencies, municipalities, educational institutions, and public-sector organizations across the United States. We are excited about the opportunity to support WVOT and State agencies by providing qualified, responsive, and specialized technical professionals across the staffing classifications identified in this solicitation.

We have thoroughly reviewed the solicitation and understand WVOT's requirement for flexible technical staffing resources to supplement its existing workforce and provide specialized expertise across enterprise applications, web applications, CRM, database administration, cloud technologies, cybersecurity, networking, systems management, eLearning, and mainframe environments. We also understand that services may be required throughout the State of West Virginia, with many assignments anticipated within the Charleston metropolitan area.

Our approach focuses on providing qualified technical professionals who meet WVOT's requirements and can support its diverse technology environments, including Mainframe, Client-Server, Cloud, and Web Applications.

We also recognize WVOT's emphasis on mentorship, technical training, and knowledge transfer to strengthen internal capabilities. With experience supporting public-sector staffing programs, Bits & Bytes is committed to responsive candidate delivery, compliance, service continuity, and timely fulfillment of staffing needs.

We understand the importance of compliance with federal, state, and local employment laws, and we are fully equipped to support all screening, onboarding, and workforce management processes outlined in the solicitation.

Our experience includes managing large-scale, multi-category staffing programs for government entities across states such as New York, New Jersey, Florida, Arizona, and Maine. We have successfully supported

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high-volume staffing needs while maintaining strict adherence to service-level expectations, reporting standards, and contractual compliance.

Bits & Bytes holds multiple certifications, including:

- New York State MBE (File ID#: 61860 – MBE)
- City of New York MBE (Certificate #: MWCERT2021-934)
- NY & NJ Minority Supplier Development Council (NYNJMSDC) (Certificate #: NY24213)

Our client portfolio includes reputable public-sector organizations such as the New York State Department of Health, Health Research Inc., New York State Insurance Fund, Workers' Compensation Board, Justice Center, and leading academic institutions, including CUNY and SUNY Stony Brook.

We are confident that our structured approach, proven public-sector experience, and commitment to service excellence position us as a strong & reliable partner. We are fully prepared to meet the State's expectations for quality, responsiveness, compliance, and workforce continuity throughout the contract term.

Thank you for the opportunity to submit our proposal. We look forward to the possibility of supporting the State and are available to provide any additional information or participate in further discussions as needed.

Sincerely,

Diwakar Sahai
President & CEO
Bits & Bytes Technology Solutions, Inc.
30 Corporate Circle, Suite 100, Albany, NY 12203
Ph: 518-309-6900 x1006
Email: dsahai@bnbtech-inc.com

2. EXECUTIVE SUMMARY & ORGANIZATION DETAILS

Bits & Bytes Technology Solutions, Inc. is a leading provider of IT consulting and staffing solutions, delivering high-quality workforce services to public-sector and enterprise clients across the United States. Founded in 2008 and headquartered in Albany, New York, the company operates as a privately held S-Corporation with over 18 years of experience in providing similar services.

Over the past decade, Bits & Bytes has established itself as a trusted staffing partner for government agencies, universities, and research institutions, consistently delivering skilled talent and workforce solutions aligned with client needs. Since 2019, the company has been awarded contracts totaling over \$37.2 million, demonstrating strong performance, reliability, and long-term client trust.

We specialize in IT staffing, administrative and professional staffing, and workforce management services, with the operational capability to support large-scale, multi-department staffing requirements. This opportunity aligns directly with our expertise in managing the full lifecycle of temporary and project-based personnel, including onboarding, payroll management, benefits coordination, workers' compensation administration, HR support, and compliance oversight.

With a collaborative and service-focused approach, our team ensures that all stakeholders—including City departments, hiring managers, and assigned personnel—receive timely, responsive, and high-quality support throughout the engagement.

Our extensive experience supporting government and public-sector programs further strengthens our ability to operate within strict compliance, reporting, and documentation standards, ensuring accuracy, transparency, and accountability in all aspects of service delivery.

At Bits & Bytes, our philosophy is centered on partnership, accountability, and value-driven service delivery. We believe that staffing is not just about filling positions—it is about understanding organizational goals, ensuring workforce continuity, and delivering measurable value. Our approach is built on the following principles:

- **Client-Centric Approach:** We align our services with each client's operational goals, workforce challenges, and timelines.
- **Quality Over Volume:** We prioritize delivering the right talent with the right skills, ensuring long-term success rather than short-term placement.
- **Responsiveness & Reliability:** We maintain strong communication, quick turnaround times, and consistent service delivery.
- **Compliance & Integrity:** We strictly adhere to all federal, state, and local employment regulations, ensuring risk-free workforce management.
- **Continuous Improvement:** We leverage feedback, data, and performance metrics to refine our processes and enhance service quality.

Our commitment is to act as a strategic staffing partner, delivering not just resources but reliable workforce solutions that drive operational success.

- Size & Capability

Bits & Bytes is a growth-oriented organization with the infrastructure, systems, and talent network required to support high-volume, multi-category staffing engagements.

Our operational capabilities include:

- End-to-end workforce management (recruitment, onboarding, payroll, compliance).
- Scalable talent acquisition across technical and non-technical roles.
- Dedicated account management and client support
- Proven ability to support multi-location and multi-department staffing needs.

- Certifications & Clients

- New York State Certified Minority Business Enterprise (MBE)
- City of New York MBE Certified
- NY & NJ Minority Supplier Development Council (NYNJMSDC) Certified
- Certified Small Business Enterprise (SBE), State of New York
- E-Verified Organization
- Recognized among Top Minority Employers in New York's Capital District

Bits & Bytes has successfully supported a wide range of public-sector clients, including:

- New York State Department of Health (NYSDOH)
- Health Research Inc. (HRI)
- New York State Insurance Fund (NYSIF)
- Workers' Compensation Board (WCB)
- City University of New York (CUNY)
- Stony Brook University (SUNY)
- University of Arizona
- Rockland County
- New York Power Authority (NYPA)

These engagements highlight our ability to deliver compliant, high-quality staffing services in regulated and mission-critical environments.

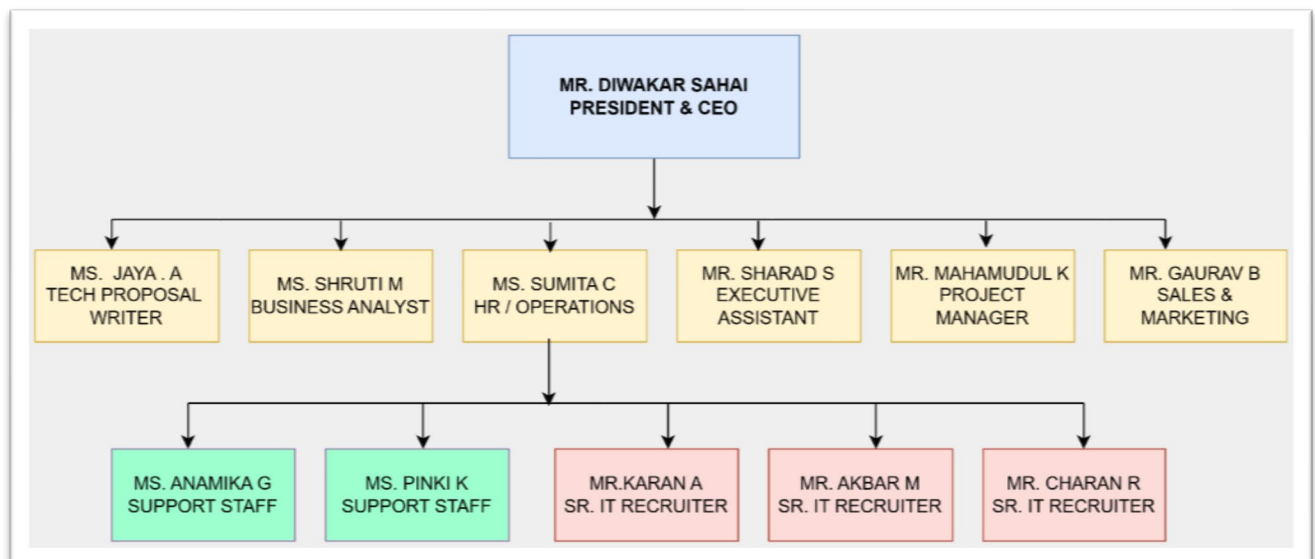
2.1. Company Profile

Company Name	Bits & Bytes Technology Solutions, Inc.
Ownership	S-Corporation, Private
Accounts Handler / POC	Mr. Diwakar Sahai
Federal ID	32-0257462
State of Incorporation	New York
Years in Business	Since 2008 (18 years)
Headquarters Address	30 Corporate Circle, Suite 100, Albany, NY 12203
Email & Phone	govt@bnbtech-inc.com ; 518-309-6900 x1006
Website	http://bnbtech-inc.com
Authorized Contact	Mr. Diwakar Sahai, President & CEO
Certifications / Achievements	• New York Certified Minority Business Enterprise (MBE)

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	• NY & NJ Minority Supplier Development Council (NMSDC) Certified • E-Verified • Top 15 Minority Employer in the Capital District of New York • Certified Small Business Enterprise (SBE) for the State of New York
Client Details	• Assisting the State of New York with IT staffing via the HBITS program • Preferred staffing partner for the Rockland County (NY), Health Research Inc., NYSIF, SUNY, City University of New York (CUNY), Stony Brook University, University of Arizona and New York Power Authority (NYPA)
Other Details	Since 2019, Bits & Bytes has been awarded various contracts totaling \$37.2 million dollars. Bits & Bytes has been the trusted vendor for numerous state and local agencies, research institutions, and public and private universities.

2.2. Organizational Chart (Partial List)



Resumes of key personnel:

Mr. Diwakar Sahai has extensive experience in executive management, client relations, and technology solutions for public sector clients and will also serve as the point of contact for this project engagement.

- US Citizen, Fingerprinted. Will be the Contract Manager if the contract is awarded
- With 25 Years of valuable experience in supporting clients in their IT Staff Augmentation and IT Solutions needs, he has supported both as a prime and a subcontractor to States like New York, New Jersey, Arizona, Florida, Texas, and Maine
- Successfully managed various IT Consulting/Staff Augmentation ventures with other companies before joining Bits & Bytes in 2012

- Managed multi-million-dollar contracts from the State of New York – HBITS Program as a prime and several million dollars from the State of New Jersey, Arizona, Maine & Florida as a sub-contractor.
- Extensive experience in managing IT staffing requirements that are similar in nature and size to GMU.
- Assisted state clients with their IT Needs.

Mr. Mahamudul Hasan Khan (Project Manager)

- Project Manager with 12+ years of experience leading IT staffing and service delivery engagements, serving as the primary point of contact for client coordination.
- Proven ability to manage end-to-end staffing operations, including resource planning, recruitment coordination, onboarding, and workforce management.
- Strong expertise in SLA management, performance tracking, and reporting, including conducting regular status meetings and managing escalations.
- Experienced in cross-functional coordination with recruitment, HR/compliance, and payroll teams to ensure timely and compliant service delivery.
- Demonstrated ability to manage risks, issues, and stakeholder communication, ensuring quality outcomes aligned with client requirements.
- He will also be the project manager & single point of contact for this project.

Ms. Sumita Chakraborty (Lead HR & Compliance Officer)

- Has nearly three decades of experience in HR, Operations, and Accounting
- Will be responsible for recruitment, onboarding, and offboarding of the Professionals
- Extensive experience working with various State and Federal Agencies

Ms. Jaya Arulanandam (Technical Proposal Writer)

- Has over 10 plus years of hands-on experience in leading Staff Augmentation and Solution initiatives in the government sector
- Has managed the entire public sector recruitment process end-to-end, viz., requirements understanding, timeline, talent sharing, background and reference check, and onboarding
- Supported the State of NY in their HBITS Program and closed deals over 4 million dollars year after year.

Ms. Shruti Malkar (Business Analyst)

- A Business Analyst with over 4 years of extensive experience in Information Technology (IT) and IT-enabled services across various diverse domains
- Skilled in understanding client business objectives, providing valuable insights, and delivering comprehensive Wireframes, BRDs, and FRDs.
- Holding a bachelor's degree in computer science.

Mr. Gaurav Bhushan (Sales & Marketing)

- A Strategic professional with over 15 years of experience in driving business growth across diverse industries, with expertise in international sales, client account management, and stakeholder engagement. Strong educational foundation with a B.E. in Electrical Engineering and an MBA in Finance, combining technical acumen with management expertise to deliver sustainable business outcomes

Mr. Anmol Abhinav (Senior IT Recruiter)

- Has over 6 years of experience in Staff Augmentation
- Will be responsible for recruiting and/or presenting professionals to the client
- Extensive experience working with various State and Federal Agencies

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- Complete his Bachelor of Computer Applications

Mr. Mohammed Akbar (Senior IT Recruiter)

- Has over 10 years of experience in Staffing
- Will be responsible for hiring professionals based on the requisition from the client
- Extensive experience working with various State and Federal Agencies
- He is a Mechanical Engineer by training.

Mr. Charan Reddy (Senior IT Recruiter)

- Has over 4 years of experience in Staffing
- Will be responsible for hiring professionals based on the requisition from the client
- He is a Mechanical Engineer by training.

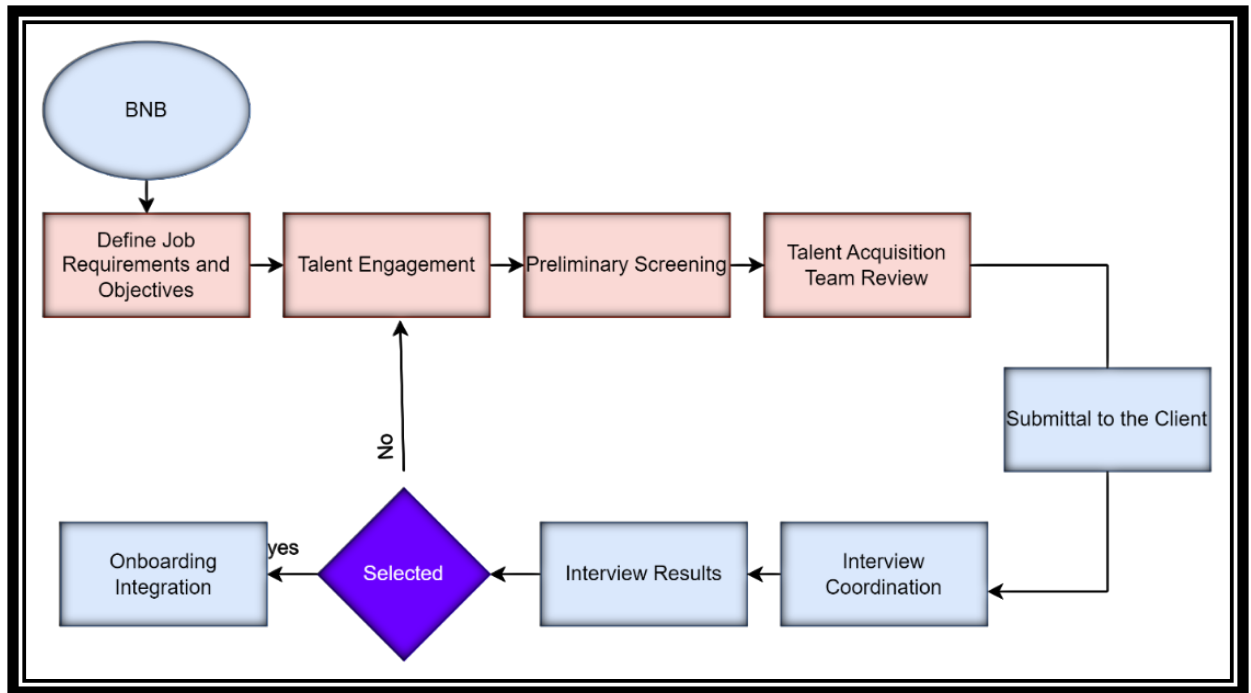
Ms. Anamika Gupta (Support Staff)

- Possesses over 8.5 years of professional experience, having worked with reputed multinational companies. Taking care of operations and, at times, recruitment as well.
- Bachelor of Engineering with Electronics and Communication

3. STAFFING APPROACH:

Bits & Bytes follows a structured, scalable recruitment methodology to ensure the State receives qualified IT professionals in a timely, reliable manner. Our ability to provide a reliable supply source is supported through:

- A continuously maintained proprietary database of pre-screened IT professionals
- Access to nationwide recruiting networks and sourcing platforms
- Dedicated government-sector recruiters with experience supporting public-sector staffing engagements
- An Applicant Tracking System (ATS) for candidate management, compliance tracking, and workflow coordination
- Existing pipelines of IT professionals experienced in supporting government agencies and educational institutions.



- **Talent Planning:** Collaborate with the stakeholders to understand role requirements, timelines, compliance needs, and workforce expectations.
- **Job Analysis & Description:** Work closely with hiring managers to define responsibilities, qualifications, and competencies aligned with job specifications.
- **Strategic Candidate Sourcing:** Utilize our nationwide database, professional networks, and targeted outreach to source qualified candidates across all staffing categories.
- **Candidate Screening & Skill Validation:** Candidates undergo rigorous screening, including resume review, technical/functional assessments, and behavioral evaluation.
- **Interview Coordination:** We manage interview scheduling and coordination with State's stakeholders to ensure an efficient and structured evaluation process.
- **Compliance & Background Checks:**
We conduct and fund all required screenings, including:
 - Criminal background checks (SSN trace, federal/state searches)
 - Drug and alcohol testing
 - Fingerprinting (for safety-sensitive/DTS roles)
 - CJIS eligibility validation (as applicable)
 - Employment and reference verification
- **Offer Management & Onboarding:** Manage offer rollout, documentation, and onboarding in compliance with the State's requirements, ensuring all personnel meet eligibility criteria before placement.
- **Ongoing Support & Replacement:** Continuous performance monitoring and feedback loops are maintained. If replacement is required, we ensure qualified personnel are provided within (3-5) calendar days, in line with requirements.

3.1. Screening & Compliance Framework

Bits & Bytes applies a comprehensive, multi-layered screening process to ensure that all candidates meet both technical and compliance requirements before submission.

Our process includes:

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- **Detailed candidate evaluation**, involving resume validation, role-specific technical assessments, and behavioral screening to ensure that candidates not only meet skill requirements but are also suited to the work environment and expectations.
- **Thorough background verification**, including SSN validation, multi-state criminal history checks, employment verification, and professional reference checks, ensuring reliability and integrity of all personnel.
- **Compliance with regulatory requirements**, such as drug and alcohol testing, as well as verification of required licenses and certifications prior to onboarding.

Given our extensive experience with government clients, we are fully prepared to support State's compliance requirements, ensuring that all personnel meet the State's standards before deployment.

3.2. Employer of Record Responsibilities (EOR)

Bits & Bytes will act as the Employer of Record, managing the complete employment lifecycle of all temporary personnel.

Our responsibilities include:

- **Payroll and tax administration**, ensuring that all employees are compensated accurately and on time while maintaining compliance with applicable tax regulations.
- **Workers' compensation and insurance coverage**, protecting both the employee and the district from potential liabilities.
- **HR administration and employee support**, including onboarding, issue resolution, and ongoing workforce management.

This structured approach allows the State to focus on operational priorities, while Bits & Bytes manages all employment-related responsibilities in a compliant and efficient manner.

3.3. Service Coordination & Communication

Bits & Bytes provides a dedicated service delivery structure to ensure smooth coordination across all departments.

This includes:

- **Assignment of a Single Point of Contact (SPOC)**, supported by a backup resource, to manage all staffing requests, communication, and issue resolution.
- **Proactive communication practices**, including regular updates on candidate submissions, hiring progress, and workforce performance.
- **Responsive issue management**, ensuring that any concerns related to personnel, scheduling, or performance are addressed promptly and effectively.

This approach ensures a collaborative and transparent partnership, enabling the State to maintain full visibility and control over staffing operations.

3.4. Timekeeping, Reporting & Billing

Bits & Bytes utilizes an electronic timekeeping system (Ceipal) to ensure accuracy, transparency, and compliance in tracking workforce activity.

Our process includes:

- **Weekly timesheet submission and validation**, where employee-reported hours are reviewed internally before being submitted for approval, ensuring accuracy and preventing discrepancies.
- **Manager approval workflows**, ensuring that only verified and approved hours are used as the basis for invoicing.
- **Comprehensive reporting capabilities**, including weekly workforce reports, monthly summaries, timesheet reports, and invoice aging reports, all aligned with the requirements.

Invoices are generated from approved timesheets and purchase orders, ensuring accurate billing, transparency, and compliance with contractual terms.

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3.9. Performance Management & Workforce Continuity

Bits & Bytes maintains continuous oversight of personnel performance to ensure service quality.

Our approach includes:

- **Regular performance monitoring**, through feedback from State stakeholders and internal follow-ups, ensuring that personnel meet role expectations and maintain professional standards.
- **Immediate corrective action**, including removal and replacement of underperforming personnel upon request, without disruption to operations.
- **Rapid replacement capability**, typically within 2–3 days, supported by pre-identified candidate pipelines.

This ensures that the State experiences minimal staffing gaps and consistent service delivery across departments.

3.10. Value-Added Strength

Beyond meeting baseline requirements, Bits & Bytes enhances service delivery through:

- **Pre-vetted talent pipelines**, which significantly reduce time-to-fill while maintaining quality standards.
- **Cost-effective staffing models**, achieved through efficient sourcing and right-sized resource allocation, ensuring optimal value.
- **Structured and transparent processes**, enabling better tracking, reporting, and decision-making.
- **Extensive public-sector experience**, allowing us to anticipate challenges and proactively address compliance and operational requirements.

Bits & Bytes Technology Solutions, Inc. brings a proven, process-driven, and scalable staffing solution that aligns directly with the State's requirements.

4. PAST PERFORMANCE & VENDOR QUALIFICATION

Bits & Bytes Technology Solutions, Inc. has successfully delivered approximately **\$37.2** million in contract engagements exclusively with various New York State agencies, which include positions like Project Managers, Business Analysts, Network Engineers, Cloud Engineers, Software Developers, Program Managers, Technicians, Data Architects, Security Analysts, Process Analysts, System Administrators, and many more. A partial list of clients & positions is below:

Agency	Total Amount
City University of New York (CUNY)	\$176,256.00
New York State Department of Labor	\$322,320.00
NYC Department of Education	\$325,400.00
NYC Department of Education (NYCDOE)	\$356,000.00
NYS Board of Elections	\$1,158,200.00
NYS Department of Financial Services	\$868,750.00
NYS Department of Health	\$4,385,042.84
NYS Department of Health Bureau of Vital Records	\$328,469.94
NYS Department of Labor	\$2,698,373.00
NYS Department of Labor/ITS	\$317,040.00
NYS Department of Public Service	\$510,720.00
NYS Department of Transport	\$925,800.00
NYS Department of Transport/ITS	\$2,238,050.00
NYS Education Department	\$285,714.00
NYS Information Technology Services (ITS)	\$12,389,969.06
NYS Insurance Fund (NYSIF)	\$1,110,980.00
NYS Insurance Fund (NYSIF)	\$396,583.52
NYS Justice Center for the Protection of People with Special Needs	\$728,950.00
NYS Office for Temporary Disability Assistance (OTDA)	\$420,100.00
NYS Office of Cannabis Management	\$1,000,646.23
NYS Office of Children & Family Services	\$981,600.00
NYS Office of Children and Family Services	\$256,850.00
NYS Office of Mental Health	\$717,808.00
NYS Office of Parks, Recreation and Historic Preservation	\$250,560.00
NYS Office of Parks, Recreation and Historic Preservation	\$451,500.00
NYS Office of Temporary and Disability Assistance	\$742,762.96
NYS Office of the Attorney General	\$468,450.00
NYS Office of the State Comptroller	\$329,840.00
NYS Office of the State Comptroller	\$146,740.00
NYS Statewide Financial System (SFS)	\$451,250.00
NYS Statewide Financial Systems (SFS)	\$353,240.00
NYS Workers' Compensation Board	\$543,120.00
Stony Brook University	\$181,263.48

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The City University of New York (CUNY)	\$389,560.00
Grand Total	\$37,207,909.03

4.1. DATABASE ADMINISTRATOR:

1	Agency Name	NYS-DOH/OGS
	Project/Program Name	Medical Marijuana Program
	Duties Performed:	
	- Responsible for the analysis and design of database objects and data collection systems, including the transformation of legislative requirements into system functionality; data modeling; responsible for software development tasks, including coding, testing, and implementation; prepares technical and user documentation. - Developing Oracle PL/SQL using advanced PL/SQL programming techniques. - Designing and implementing logical and physical database models, including indexes, primary keys, foreign keys, and constraints. - Using Oracle development tools such as SQL Plus, SQL Developer, and SQL Loader for programming and maintaining applications.	
2	Agency Name	NYS-Department of Health Bureau of Vital Records/OGS
	Project/Program Name	Bureau of Vital Records
	Duties Performed:	
	- Support, maintain, and enhance DOH Vital Records applications as required. Support, make enhancements, and maintain the existing SPDS, EDRS, and other Vital Records (VR) applications. This PTP includes maintenance staff for the following purposes: - Support and maintain the SPDS application. - Converting some EDRS/SFRDS project HBITS positions to maintenance HBITS positions. As EDRS and SFRDS are implemented, some of the positions used to implement the software are needed to maintain it.	
3	Agency Name	NYS-Office of Cannabis Management/OGS
	Project/Program Name	Cannabis Licensing System
	Duties Performed:	
	- Duties include, but are not limited to, the following: Working with NYS Agency representatives to develop report specifications and understand Agency business rules. - Write complex SQL, PL/SQL, Packages and Triggers against an enterprise Oracle database. Performance tuning report SQL/PLSQL to improve efficiency. - Perform data analysis and root-cause analysis. Develop and maintain reports using Crystal Reports/OBIEE. - Configure Crystal Reports/OBIEE reports in the NYBE System. Developing applications in .Net. Provide knowledge transfer to Agency report developers. - Working creatively and analytically in a problem-solving environment. Work as a peer with other developers. - Create documentation and share knowledge with team members. - Providing Application support and being on call as required. - Writing complex SQL, PL/SQL, Packages and Triggers against an enterprise Oracle database, Crystal Reports/OBIEE designing, developing, reporting with Oracle back-end, testing, and deploying. - Working with stakeholders to determine reporting specifications. - Additional program-desired, minor enhancements from Lean reviews.	

4.2. PROJECT MANAGER:

1	Agency Name	NYS-Board of Elections/OGS
Project/Program Name:		Candidate Management and Campaign Finance Redesign Project
Duties Performed:		
The consultant will serve as the Project Manager for the multi-year, multi-phase CAPAS FIDAS implementation, including:		
The BOE CAPAS FIDAS project involved establishing project management standards and creating a centralized repository, utilizing a hybrid Agile/waterfall methodology across multiple work streams. Key activities included facilitating essential Agile meetings such as Release Planning, Sprint Planning, and application demonstrations, while guiding daily SCRUM sessions to ensure team alignment. A comprehensive project schedule was developed and maintained alongside budget management to meet financial goals. The project also emphasized scope and change management, along with regular project reporting that tracked metrics and provided executive summaries for stakeholders. Additionally, business analysis was conducted in collaboration with various stakeholders, and strategic planning sessions with BOE executives and customers helped align project goals with organizational objectives, ultimately leading to the analysis of requirements and the development of effective solutions.		
2	Agency Name	NYS-Department of Public Service/OGS
Description of the project		This Project Management position will be assigned to manage multiple Department of Public Service (DPS) Information Technology projects based on DPS priorities and resource availability
Duties Performed:		
This position will be assigned to guide multiple Department of Public Service (DPS) Information Technology projects based on DPS priorities and resource availability. Under the supervision of a PMO staff, the Project Manager will work with ITS and DPS project teams in the development and implementation of multi-faceted, high-visibility projects.		
The role focuses on facilitating IT project success by coordinating across teams in a matrix environment, managing the Project Management Plan, and preparing executive-level reports and training materials. Key responsibilities include tracking project performance, communicating with stakeholders, managing project changes, and providing regular status updates. The position also involves coordinating with agency executives and ITS staff, identifying and mitigating risks, and developing transition plans to ensure smooth operations and training for successful project handoff.		
3	Agency Name	Stony Brook University
Description		Oracle ERP Implementation - Temporary Project Management support until FTE is hired and onboarded.
Duties Performed:		
In this role, he collaborates with university project teams to ensure successful project delivery in line with PMO guidelines. Responsibilities include defining project scope and goals, developing comprehensive project plans, and managing resources effectively. The manager facilitates stakeholder engagement, assigns tasks, and resolves conflicts, and tracks timelines and milestones. Additionally, they create and publish accurate status reports to ensure transparency and accountability throughout the project lifecycle.		

4.3. NETWORK ENGINEER/ SUPPORT SPECIALIST

1	Agency Names	NYS-Information Technology Services (ITS) /OGS
Description	Provides high level technical support across all Exchange platforms, including on-premises and Cloud environments. Hardware Used: VMWare Horizon Client and Microsoft Hyper-V	
Duties Performed:		
- Design, build, maintain, and troubleshoot the existing environment, which is a large tenant in the Microsoft Office 365 government cloud in hybrid mode with an on-premises Exchange environment in a resource forest model, and other disciplines such as Active Directory, desktop, web, and mobile clients. - Provide technical support to users and technical specialists, including off-hours and On-Call support. - Support existing Microsoft Office 365 compliance controls such as DLP and RMS. - Respond to incidents, service requests, and problem tickets, analyze and resolve complex technical problems as they arise, both in the on-premises Exchange environment and in the Office 365 tenant. - Configure and troubleshoot Exchange Online Protection (EOP) as well as Defender. - Install, configure, administer, report on, and monitor Microsoft Exchange systems and objects within the system using Exchange tools, PowerShell, and monitoring tools, including but not limited to SCOM (System Center Operations Manager), and Splunk. - Install, configure, administer, and monitor Exchange Active Sync services and provide assistance with mobile devices. - Scheduling, planning, and performing system upgrades, including testing, rollback procedures, and risk analysis for email and all related services. - Set up, create, and maintain agency domains. Including migrating user/data from other domains to new ones as needs change. Work with other resolver groups as projects arise. Troubleshoot/Modify these domain DNS records as problems arise or new needs are presented. - Maintain current listserv environment - includes users as well as distribution lists. Troubleshoot as needed. - Communicate through both verbal and written means, develop and maintain productive working relationships within and across organizational boundaries.		
2	Agency Names	NYS-Information Technology Services (ITS) /OGS
Description	The position of System Architect is responsible to build, maintain, support, monitor, and troubleshoot Apache and JBoss servers being used by all agency applications.	
Duties Performed:		
- Experience performing enterprise production-level application server platform installation and configuration, obtaining a basic knowledge of J2EE application development for troubleshooting deployment and operation issues, and preparing documentation supporting the work activities. - Performing Apache Web server installation and configuration (Apache Virtual Hosting & Shared Hosting Experience - Networking & OS concepts (DNS, Messaging, Network protocols, SSL etc.,).		
3	Agency Name	NYS-Information Technology Services (ITS)/OGS
Description	ASSETS/DCSE/IAF/IEDR/myBenefits/myWorkspace/OSS/ECM (Linux): Engineering, development, testing, deployment and operation of I/EDR7 which ingests over 4 million images per month for OTDA programs including SNAP, HEAP, Temporary Assistance and Medical Assistance.	
Duties Performed:		
Installation, configuration, and administration of JBoss Application Server and Apache Web Server on RedHat Enterprise Linux and Windows operating system.		
- Deployment and maintenance of J2EE applications in various environments like development, UAT, Pseudo, Training and Production. - Work with development team in deploying EAR's and WAR's, configuring necessary data sources and server resources. - Perform tasks related to workload management, application high availability, fail over, SSL, and performance tuning by creating server groups, clones and clustering.		

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- Installation of WebSphere MQ and configuration of Queue managers, Queue destinations, Queue connection factories, and channels.
- Installation and configuration of SiteMinder Web Agents for Single Sign On.
- Create shell scripts like automation of startup and shutdown processes, cronjobs, log rotation, and boot start.
- Migration of JBoss Application Servers from 5.2 to 7.1 and Apache Web Servers from 2.2 to 2.4.
- Installation of server packs and cumulative fixes.
- Installation and administration of Unisys DTPRA and deployment of connectors on JBoss Application Server for communication with the legacy group.
- Support, maintenance and deployment of Java applications (ASSETS, My Benefits, My Workspace, DCSE, OSS and MDU).
- Support ECM Legacy JBoss and Web Servers.
- Support WRTS application on Windows servers.
- Support Database, Network, F5 and OS teams during maintenance.
- Monitor Production environment using Dynatrace One Agent.
- Provide 24/7 on call support for deployments as well as application support.

4.4. SERVER / CLOUD ENGINEER

1	Agency Name	NYS-Information Technology Services (ITS) /OGS
Description	Provides high level technical support across all Exchange platforms, including on-premises and Cloud environments. This service includes, but is not limited to: Design, build and maintain the on-premises Exchange servers. Work with other agencies in support of their email flow when utilizing SMTP gateway. Blackberry Enterprise Server support	
Duties Performed:		
• Designing, building, maintaining, and troubleshooting Microsoft Exchange in a resource forest model with other disciplines such as Active Directory and desktop, web, and mobile clients. • Working with companies or agencies to migrate mail systems from Exchange 2003-2016, Novell GroupWise or Lotus Notes to a consolidated Microsoft Office 365/Exchange hybrid platform using integrated or 3rd party tools. • Supporting Microsoft Office 365 compliance controls such as DLP and RMS. • Responding to trouble tickets, analyzing, troubleshooting and resolving complex technical problems as they arise both in the on-premises Exchange environment and in the Office 365 tenant. • Configuring and troubleshooting Exchange Online Protection (EOP). • Installing, configuring, administering, reporting on, and monitoring Microsoft Exchange / Office 365 systems and objects within the system using Exchange tools, remote PowerShell and other scripting languages and monitoring tools, including but not limited to MOM/SCOM, and UnitySync version 2 or higher • Administering, maintaining, and troubleshooting the BlackBerry Enterprise Servers (BES) service across Versions 5, 10, 365, and 12. • Installing, configuring, administering, and monitoring Exchange Active Sync services, providing assistance with mobile iron-enabled devices. • Scheduling, planning, and performing system upgrades, including testing, rollback procedures, and risk analysis for email and all related services. • Working with Office 365 in hybrid mode with an on-premises Exchange 2013 or 2016 environment.		
2	Agency Name	NYS-Department of Transportation/ITS /OGS
Description	Act as Expert Systems Architect and L3 Technical Support working for NYS Information Technology Services on behalf of the NYS Department of Transportation to fulfil the duties.	

Duties Performed:

- Architect technology solutions/systems that meet or exceed Agency business requirements, aligning with NYS ITS Technical and Security Service standards and strategies.
- Troubleshoot and resolve OS configuration, Stealth COI's, storage and networking of Agency Commercial – off – the - shelf (COTS) business applications.
- Work with COTS Vendors and Agency business areas for COTS installation, configuration, and testing.
- Troubleshoot and resolve issues with Commercial-off-the-shelf business software (COTS), including performance tuning, log analysis and security.
- Review the systems' architecture currently in place and provide detailed specifications for proposed solutions and recommendations of appropriate solutions, upgrades, and replacements, working with technical staff to recommend solutions to improve it.
- Research solutions and collaborate with COTS External Vendors and Agency Business Areas for COTS Application implementation, including installation, configuration, and testing.
- Recommend and implement system enhancements that will improve the performance and reliability of the systems.
- Provide mentoring and guidance to other Transportation Portfolio Architecture team members;
- Provide L3 Technical support for an enterprise-level distributed MS Windows server environment, including Stealth COIs and storage and networking of Agency/business COTS business applications.
- Analyze implemented systems and identify problems, evaluate data, and define problems, document data on COTS, including performance tuning, log analysis, and security
- Script repetitive management tasks such as application data processing, workstation and server maintenance using PowerShell; and, Active Directory maintenance and modification.
- Use a ticketing system to track and manage incidents, service requests, problems, changes, and release/deployment.

3	Agency Name	NYS-Department of Transportation / OGS
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Description	Act as Expert Systems Architect and L3 Technical Support working for NYS Information Technology Services on behalf of the NYS Department of Transportation to fulfil the duties.
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Duties Performed:

- Working with agencies/business areas to understand business requirements to translate to technical and security infrastructure requirements resulting in architecture design documentation covering data flows; interfaces with other systems; authentication; etc.
- Working as a Server Administrator at the Application Layer to perform Commercial Off the Shelf (COTS) business application installation, configuration, troubleshooting (with or without Vendor), including L3 Technical support of such solutions on Windows OS platforms, IIS, Tomcat, WebLogic, Certificate Services, and Authentication using Active Directory, SSO with SAML v2.0, and OpenID Connect.
- Performing L3 Analytical and Technical support of COTS/business application interfaces & system interconnects (Networks, Stealth firewall software, F5, and Load Balancing) implemented on converged/mixed environments to diagnose and resolve connectivity issues.
- Working on PowerShell, WMI, and other scripting languages to automate and administer application maintenance.

4.5. SOFTWARE DEVELOPER

1	Agency Name	NYS- Information Technology Services (ITS) /OGS
Description	Rent Regulation System Modernization (RRSM): The RRSM position will address the business transformation of three core business functions and the development of a modern, web-based application and reporting system.	
Duties Performed:		
• Write computer programs based on previously developed and approved program specifications. • Create REST APIs in .net with C#. Write unit-tests in C# using xUnit. • Develop or assist with the development of test data. • Verify documentation is complete, organized, and readily available. • Keep team leader and/or supervisor informed of progress and status of all assignments. • Design and development of enterprise-level applications using .Net technologies and MVC. • Working with Service Oriented Architecture (SOA) practices and concepts. • Writing and consuming WCF and Web API Web services. • Writing applications that are based on the Microsoft Entity Framework (original or Core), implementing Microservice Architecture using Web API in .Net Core 2.2 • Working in async/await and the TPL library, and experience writing LINQ and Lambda expressions in programming projects. • Using the Bootstrap component library to develop web interfaces.		
2	Agency Name	NYS-Department of Health/OGS
Description	HPNAP Information System	
Duties Performed:		
Functioning in the role of Software Architect on the HPNAP Information System project. This is a project to design, develop, and implement a new software application to fulfill the business requirements of the Hunger Prevention and Nutrition Assistance Program, replacing the program's existing MS Access data collection and reporting system.		
• Work closely with the Business Analyst to review requirements and functional specifications, and ensure adherence to technical standards and constraints. • Work closely with the Project Manager to develop work estimates for development efforts. • Design and implement an application framework for a new web application using .NET technology. • Design and develop an application database using MS SQL Server based on requirements. • Participate in UI design and prototypes. • Develop all application and database components based on functional specifications. • Develop reports using SQL Server Reporting Services. • Adhere to defined development standards and best practices. • Perform unit testing of all developed code. • Develop technical documentation. • Assist with the creation of test plans and identification of impacts. • Collaborate with QA Tester to investigate and resolve issues found during testing. • Assist with the resolution of technical/development issues across all environments. • Participate in the development of the implementation and transition plans. • Document, communicate and validate technical requirements throughout the system development lifecycle. • Functioning in a lead technical role on software development projects using C#.NET • Developing stored procedures, functions, triggers in MS SQL Server TSQL • Creating reports using SQL Server Reporting Services (SSRS). • Participate in project team meetings and work closely with the project manager and NYS ITS managers to monitor and identify technical risks and issues.		
3	Agency Name	NYS-Information Technology Services (ITS) /OGS
Description	This position will Support Intranet based on SharePoint 2010+.	

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Duties Performed:

- Develop workflows (out of the box and custom) to automate the business processes of the agency using Visual Studio.
- Maintain source code for custom solutions, including workflows and webparts
- Build and support the SharePoint 2010+ infrastructure, including development, staging, and production environments using Central Admin and SharePoint PowerShell commands.
- Monitor SharePoint usage and System Health.
- Monitor SharePoint Services
- Troubleshoot user issues with the system
- Support integration of SharePoint 2010+ with Active Directory
- Consult with end users to gather and document requirements for new workflows
- Document workflows and Infrastructure, including change management
- Developing and maintaining .Net applications using Visual Studio.
- Building and supporting SharePoint infrastructures.
- Developing and deploying workflows and webparts in SharePoint.

4.5. BUSINESS ANALYST

1	Agency Name	NYS-Information Technology Services (ITS) /OGS
Description	Business Analyst position supporting business and technical teams through the System Development Life Cycle (SDLC), including requirements elicitation and analysis, business process documentation, requirements management, application integration, testing, and User Acceptance Testing (UAT).	
Duties Performed:		
• Work closely with the Project Manager, ITS Manager, technical team members, and project stakeholders to provide guidance throughout the System Development Life Cycle (SDLC). • Work with project teams to identify and scope business problems and recommend appropriate approaches and solutions. • Serve as a liaison between stakeholders and Subject Matter Experts (SMEs) to elicit, analyze, communicate, validate, and verify business requirements for changes to existing business processes and information systems and for development of new processes and systems. • Communicate business and user requirements to development teams and ensure requirements are clearly documented and understood. • Create as-is and to-be business process flows to ensure that implemented business processes and supporting applications meet agency requirements. • Conduct requirements workshops, Joint Application Development (JAD) sessions, and structured walkthroughs with agency SMEs to elicit and validate requirements. • Create and maintain Business Requirements Documents (BRDs), system specifications, use cases, context diagrams, workflow diagrams, swim lane diagrams, report specifications, screen mockups, wireframes, user interface specifications, prototypes, and non-functional requirements specifications. • Perform impact analysis to assess the potential effects of proposed changes on applications, reports, and related systems. • Perform risk assessments and support identification of mitigation approaches to address potential project and system issues. • Ensure required artifacts are developed in accordance with ITS governance processes and Secure Systems Development Lifecycle (SSDLC) requirements. • Manage requirements throughout the Requirements Management Lifecycle, including requirements planning, baselining, change control, and traceability. • Develop and maintain requirements traceability to establish coverage between source requirements and associated test cases. • Create and maintain test plans and test cases and work with business users during User Acceptance Testing (UAT).		

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- Support application and data integration initiatives, including analysis of application interdependencies and dependency mapping.
- Collaborate with project stakeholders, technical teams, business users, and SMEs to ensure requirements are understood, communicated, and delivered as intended.
- Prepare and maintain project documentation and requirements artifacts throughout the project lifecycle.

5. CLIENT REFERENCES

<i>Company Name: OGS – New York</i>	<i>Assigned Personal: 105</i>	<i>City / State: Albany, NY, 12242</i>
<i>Contact Name: Mr. David Gambacorta</i>	<i>Contact No: 518-474-6717 Email: ogs.sm.HBITS.Contractors@ogs.ny.gov</i>	<i>Engagement Length: Aug 2019 - Ongoing</i>
<i>Services Provided:</i> <i>Office of General Services, State of NY is a centralized office that manages most all IT Staff Augmentation needs of various agencies of the state under their HBITS (Hourly Based Information Technology Services) program. The annual budget of this program is over 100 million dollars. This is a 5+5, i.e., 10-year contract that the state has with approx. 30 Prime vendors. We are one of them. To execute various IT Projects, the state requires IT consultants in various technologies and domains. These assignments are typically 24 to 30 months long. Bits & Bytes has been in good standing ever since the program started in 2019.</i>		

<i>Company Name: State of Maine/ ProSearch</i>	<i>Assigned Personal: 8</i>	<i>City / State: Portland, ME, 04112</i>
<i>Contact Name: Mr. Todd Chamberlain</i>	<i>Contact No: 207-699-4376 Email: todd@prosearchitc.com</i>	<i>Engagement Length: June 2009- Ongoing</i>
<i>Services Provided:</i> <i>The State of Maine manages its data on the Maine Integrated Health Management Solution. They inducted various expert testers to test their platform starting in 2009. As the platform became stable, they reduced the workforce. Now we have two full-time expert Quality Analysts working with them as consultants.</i>		

<i>Company Name: Dept of Health, State of NY/CMA</i>	<i>Assigned Personal: 32</i>	<i>City / State: Latham, NY, 12110</i>
<i>Contact Name: Mr. Raj Sinha</i>	<i>Contact No: 845-797-3569 Email: rsinha@cma.com</i>	<i>Engagement Length: March 2015- Ongoing</i>
<i>Services Provided:</i> <i>CMA is an IT integrator and works with the State of NY and a few other states, integrating various applications with the technical ecosystem of its clients. We assist CMA in finding the right talent who can help them with the various end-client integration projects. To date, we have had 32 IT engineers working with them on various projects.</i>		

Company Name: Stony Brook University	Assigned Personal: 1	City / State: Stony Brook, NY, 11794
Contact Name: Ms. Heather J McLaughlin	Contact No: 631 632 2940 Email: heather.j.mclaughlin@stonybrook.edu	Engagement Length: Nov 2023 - Ongoing
Services Provided: <i>Provided project management support to ensure the successful delivery of projects and their expected business benefits, based on PMO project management guidelines and best practices, through the entire project lifecycle by defining scope, goals, and deliverables that support business goals. Effectively lead and facilitate meetings with a variety of groups, including project teams, senior leadership and external vendors.</i>		

****Note:**

Per OGS guidelines, our confirmation is limited to acknowledging the existence of this relationship up to the date of this statement. Any inquiries beyond this confirmation, including but not limited to testimonials, specific performance evaluations, or any sensitive/confidential information, will not be addressed or disclosed in compliance with privacy and confidentiality considerations.

6. ATTACHMENTS

- MBE Certification WV & NY
- Sample COI
- Contact Details
- Vendor Form & CRFQ / Pricing Sheets
- Onboarding Letters



Office of Information Technology Services

KATHY HOCHUL
Governor

ANGELO RIDDICK
Chief Information Officer

2022-05-10

Diwakar Sahai
Bits & Bytes Technology Solutions Inc
30 Corporate Circle, Suite 100
Albany, NY, 12203
dsahai@bnbtech-inc.com

Subject: 03-11 [REDACTED] On-Boarding Notification

Dear Diwakar Sahai,

Your company is the successful contractor for the above cited Task Order. All information regarding Agency on-boarding is listed for your convenience:

HBITS Task Order #: 03-11 [REDACTED]
Contractor Contract #: PH68604 MB/SB
Candidates Name: Juan [REDACTED]
Title/Skill Level/Region: Cloud Engineer-Expert--Region 1 - Capital Area
Expected Start Date: 2022-05-13
Task Order End Date: 2024-11-12
Length of Engagement: 30 months (Not to exceed 5000 hours)
Hourly Bill Rate: \$86.38
Estimated Task Order Cost: \$431,900

Please be advised that all contractors will be entered into the electronic NYS Leave and Accrual Tracking System (LATS). LATS will be the system of record for approval of hours worked. Should you have any questions or concerns, please contact Brooke Howell, (518) 486-6125.

Sincerely,

A handwritten signature in black ink that reads "Patricia Beretz".

Patricia Beretz
Manager, ITS HBITS Team

cc: OGS HBITS State Agencies
ITS Program
Office of Administration



Office of Information Technology Services

ANDREW M. CUOMO
Governor

ANGELO RIDDICK
Chief Information Officer

7/13/2021

Diwakar Sahai
Bits & Bytes Technology Solutions, Inc.
30 Corporate Circle, Suite 100
Albany, NY, 12205
dsahai@bnbtech-inc.com

Subject: HBITS-02-1[REDACTED] On-Boarding Notification

Dear Mr. Diwakar Sahai,

Your company is the successful contractor for the above cited Task Order. All information regarding Agency on-boarding is listed for your convenience:

Task Order Number: HBITS-02-1[REDACTED]

Agency Name: Office of Temporary and Disability Assistance

Contractor Name: Bits & Bytes Technology Solutions, Inc.

Candidate Full Name: Pradeep [REDACTED]

Candidate Start Date: 07/15/2021

Length of Engagement: 30

Hourly Bill Rate: \$61.43

Estimated Task Order Cost: \$307,150.00

Please be advised that all contractors will be entered into the electronic NYS Leave and Accrual Tracking System (LATS). LATS will be the system of record for approval of hours worked. Should you have any questions or concerns, please contact Linda Becker, (518) 388-0497.

Sincerely,

Sumalatha Boosa
NYS Office of Information Technology Services



BITS&BTECH

JALBANO

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/2/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER World Insurance Associates, LLC 1280 New Scotland Road Slingerlands, NY 12159	CONTACT NAME:		
	PHONE (A/C, No, Ext):	(518) 644-4758	FAX (A/C, No): (518) 475-0030
	E-MAIL ADDRESS:	info@bryantasset.com	
	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A :	Travelers Casualty Ins. Co. of America	19046
INSURED Bits & Bytes Technology Solutions Inc. 30 Corporate Circle, Suite 100 Albany, NY 12209	INSURER B :	Travelers Indemnity Company	25658
	INSURER C :	United States Liability Insurance Co.	25895
	INSURER D :		
	INSURER E :		
	INSURER F :		

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:			6800R053220	6/2/2025	6/2/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	☒ AUTOMOBILE LIABILITY ☐ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY			6800R053220	6/2/2025	6/2/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 10,000			CUP0R055065	6/2/2025	6/2/2026	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N N / A					PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
C	E&O			PT3000118E	6/2/2025	6/2/2026	Claims Made 2,000,000
C	Cyber Liability			PT3000118E	6/2/2025	6/2/2026	Claims Made 2,000,000

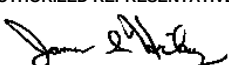
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Fidelity Bond - 3rd Party BKT - Limit \$50,000 - Philadelphia Insurance Company.

Errors and Omissions Policy INCLUDES: Cyber & Privacy. The People of the State of New York, the New York State Office of General Services, and any entity authorized by law or regulation to use any Contract resulting from this Solicitation and their officers, agents, and employees is named as Additional Insured as their interests may appear in regards to commercial general and auto and umbrella. Waiver of subrogation in favor of The People of the State of New York, the New York State Office of General Services, any entity authorized by law or regulation to use any Contract resulting from this Solicitation, and their officers, agents, and employees with regard to the general, auto, and umbrella liability. This insurance is primary and non-contributory to any other insurance SEE ATTACHED ACORD 101

CERTIFICATE HOLDER

CANCELLATION

Proof of Insurance	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 



ADDITIONAL REMARKS SCHEDULE

AGENCY World Insurance Associates, LLC		NAMED INSURED Bits & Bytes Technology Solutions Inc. 30 Corporate Circle, Suite 100 Albany, NY 12209
POLICY NUMBER SEE PAGE 1		
CARRIER SEE PAGE 1	NAIC CODE SEE P 1	EFFECTIVE DATE: SEE PAGE 1

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: ACORD 25 FORM TITLE: Certificate of Liability Insurance

Description of Operations/Locations/Vehicles:
SEE ATTACHED ACORD 101

provided as respects general liability coverage. Fidelity Coverage is Loss Sustained. FIDELITY COVERAGE IS 3RD PARTY THEFT.
Commercial Umbrella is Follow Form.



THE HARTFORD
BUSINESS SERVICE CENTER
3600 WISEMAN BLVD
SAN ANTONIO TX 78251

October 23, 2025

The State Of New York
New York Power Authority
123 MAIN ST
WHITE PLAINS NY 10601-3100

Account Information:

Policy Holder Details :	BITS & BYTES TECHNOLOGY SOLUTIONS INC
-------------------------	--



Contact Us

Need Help?

Chat online or call us at
(866) 467-8730.

We're here Monday - Friday.

Enclosed please find a Certificate Of Insurance for the above referenced Policyholder. Please contact us if you have any questions or concerns.

Sincerely,

Your Hartford Service Team



**Workers'
Compensation
Board**

**CERTIFICATE OF
NYS WORKERS' COMPENSATION INSURANCE COVERAGE**

1a. Legal Name and address of Insured (use street address only) BITS & BYTES TECHNOLOGY SOLUTIONS INC 30 CORPORATE CIR STE 100 ALBANY NY 12203 Work Location of Insured <i>(Only required if coverage is specifically limited to certain locations in New York State, i.e. a Wrap-Up Policy)</i>	1b. Business Telephone Number of Insured (518) 309-6900 1c. NYS Unemployment Insurance Employer Registration Number of Insured 1d. Federal Employer Identification Number of Insured or Social Security Number 32-0257462
2. Name and Address of the Entity Requesting Proof of Coverage (Entity Being Listed as the Certificate Holder) The State Of New York New York Power Authority 123 MAIN ST WHITE PLAINS NY 10601-3100	3a. Name of Insurance Carrier Hartford Insurance Company of the Midwest 37478 3b. Policy Number of Entity Listed in Box "1a": 76 WEG EQ6206 3c. Policy effective period: 11/19/2025 to 11/19/2026 3d. The Proprietor, Partners or Executive Officers are ☒ Included. (Only check box if all partners/officers included) ☐ all excluded or certain partners/officers excluded.

This certifies that the insurance carrier indicated above in box "3" insures the business referenced above in box "1a" for workers' compensation under the New York State Workers' Compensation Law. **(To use this form, New York (NY) must be listed under Item 3A on the INFORMATION PAGE of the workers' compensation insurance policy).** The Insurance Carrier or its licensed agent will send this Certificate of Insurance to the entity listed above as the certificate holder in box "2".

The insurance carrier must notify the above certificate holder and the Workers' Compensation Board within 10 days IF a policy is canceled due to nonpayment of premiums or within 30 days IF there are reasons other than nonpayment of premiums that cancel the policy or eliminate the insured from the coverage indicated on this Certificate. (These notices may be sent by regular mail.) **Otherwise, this Certificate is valid for one year after this form is approved by the insurance carrier or its licensed agent, or until the policy expiration date listed in box "3c", whichever is earlier.**

This certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not amend, extend or alter the coverage afforded by the policy listed, nor does it confer any rights or responsibilities beyond those contained in the referenced policy.

This certificate may be used as evidence of a Worker's Compensation contract of insurance only while the underlying policy is in effect.

Please Note: Upon cancellation of the workers' compensation policy indicated on this form, if the business continues to be named on a permit, license or contract issued by a certificate holder, the business must provide that certificate holder with a new Certificate of Workers' Compensation Coverage or other authorized proof that the business is complying with the mandatory coverage requirements of the New York State Workers' Compensation Law.

Under penalty of perjury, I certify that I am an authorized representative or licensed agent of the insurance carrier referenced above and that the named insured has the coverage as depicted on this form.

Approved by: Sara Seier
(print name of authorized representative or licensed agent of insurance carrier)

Approved by: Sara Seier 10/23/2025
(Signature) (Date)

Title: Operations Manager

Telephone Number of authorized representative or licensed agent of insurance carrier: (866) 225-7966

Please Note: Only insurance carriers and their licensed agents are authorized to issue Form C-105.2. Insurance brokers are NOT authorized to issue it.

Workers' Compensation Law

Section 57. Restriction on issue of permits and the entering into contracts unless compensation is secured.

1. The head of a state or municipal department, board, commission or office authorized or required by law to issue any permit for or in connection with any work involving the employment of employees in a hazardous employment defined by this chapter, and notwithstanding any general or special statute requiring or authorizing the issue of such permits, shall not issue such permit unless proof duly subscribed by an insurance carrier is produced in a form satisfactory to the chair, that compensation for all employees has been secured as provided by this chapter. Nothing herein, however, shall be construed as creating any liability on the part of such state or municipal department, board, commission or office to pay any compensation to any such employee if so employed.
2. The head of a state or municipal department, board, commission or office authorized or required by law to enter into any contract for or in connection with any work involving the employment of employees in a hazardous employment defined by this chapter, notwithstanding any general or special statute requiring or authorizing any such contract, shall not enter into any such contract unless proof duly subscribed by an insurance carrier is produced in a form satisfactory to the chair, that compensation for all employees has been secured as provided by this chapter.

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) Mr. Diwakar Sahai

(Address) 30 Corporate Circle, Suite 100, Albany, NY 12203

(Phone Number) / (Fax Number) 518-309-6900 x1006

(email address) govt@bnbtech-inc.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.

Bits & Bytes Technology Solutions, Inc.
(Company)

(Signature of Authorized Representative)
Mr. Diwakar Sahai
(Printed Name and Title of Authorized Representative) (Date)
518-309-6900 x1006
(Phone Number) (Fax Number)
govt@bnbtech-inc.com
(Email Address)



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: 2020855			Reason for Modification: Addendum No 2 is issued to publish vendor questions with the agency's responses.
Doc Description: Addendum No 2 -Temporary Technical Staffing Services			
Proc Type: Statewide MA (Open End)			
Date Issued	Solicitation Closes	Solicitation No	Version
2026-09-16	2026-09-23 13:30	CRFQ 0231 OOT2700000006	3

BID RECEIVING LOCATION

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

VENDOR

Vendor Customer Code:
Vendor Name : Bits & Bytes Technology Solutions, Inc.
Address : 30 Corporate Circle
Street :Suite 100
City : Albany
State : NY **Country :** U.S. **Zip :** 12203
Principal Contact : Mr. Diwakar Sahai
Vendor Contact Phone: 518-309-6900 **Extension:**1006

FOR INFORMATION CONTACT THE BUYER

Toby L Welch
(304) 558-8802
toby.l.welch@wv.gov

Vendor
Signature X **FEIN#**32-0257462 **DATE** 09-22-2026

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

ADDITIONAL INFORMATION

Addendum No 2 is issued for the following reasons:

1) To publish a copy of Vendor questions with the Agency's responses.

--no other changes--

INVOICE TO**SHIP TO**

DEPARTMENT OF
ADMINISTRATION
OFFICE OF TECHNOLOGY
1900 KANAWHA BLVD E,
BLDG 5 10TH FLOOR
CHARLESTON WV
US

WV OFFICE OF
TECHNOLOGY
BLDG 5, 10TH FLOOR
1900 KANAWHA BLVD E
CHARLESTON WV
US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Senior Web Application Analyst	2080.00000	HOURL	75	156000

Comm Code**Manufacturer****Specification****Model #**

81110000

NA

Extended Description:

Senior Web Application Analyst

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

INVOICE TO**SHIP TO**

DEPARTMENT OF
ADMINISTRATION
OFFICE OF TECHNOLOGY
1900 KANAWHA BLVD E,
BLDG 5 10TH FLOOR
CHARLESTON WV
US

WV OFFICE OF
TECHNOLOGY
BLDG 5, 10TH FLOOR
1900 KANAWHA BLVD E
CHARLESTON WV
US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
2	CRM Application Analyst	2080.00000	HOURL	73	151840

Comm Code**Manufacturer****Specification****Model #**

81110000

NA

Extended Description:

CRM Application Analyst

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

INVOICE TO		SHIP TO	
DEPARTMENT OF ADMINISTRATION OFFICE OF TECHNOLOGY 1900 KANAWHA BLVD E, BLDG 5 10TH FLOOR CHARLESTON WV US		WV OFFICE OF TECHNOLOGY BLDG 5, 10TH FLOOR 1900 KANAWHA BLVD E CHARLESTON WV US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
3	Senior SQL Server Database Administrator	2080.00000	HOUR	73	151840

Comm Code	Manufacturer	Specification	Model #
81110000	NA		

Extended Description:

Senior SQL Server Database Administrator

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

INVOICE TO		SHIP TO	
DEPARTMENT OF ADMINISTRATION OFFICE OF TECHNOLOGY 1900 KANAWHA BLVD E, BLDG 5 10TH FLOOR CHARLESTON WV US		WV OFFICE OF TECHNOLOGY BLDG 5, 10TH FLOOR 1900 KANAWHA BLVD E CHARLESTON WV US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
4	Business Analyst	2080.00000	HOUR	70	145600

Comm Code	Manufacturer	Specification	Model #
81110000	NA		

Extended Description:

Business Analyst

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

INVOICE TO		SHIP TO	
DEPARTMENT OF ADMINISTRATION OFFICE OF TECHNOLOGY 1900 KANAWHA BLVD E, BLDG 5 10TH FLOOR CHARLESTON WV US		WV OFFICE OF TECHNOLOGY BLDG 5, 10TH FLOOR 1900 KANAWHA BLVD E CHARLESTON WV US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
5	Learning Management System & eLearning Development Specialis	2080.00000	HOUR	68	141440

Comm Code	Manufacturer	Specification	Model #
81110000	NA		

Extended Description:

Learning Management System & eLearning Development Specialist

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

INVOICE TO		SHIP TO	
DEPARTMENT OF ADMINISTRATION OFFICE OF TECHNOLOGY 1900 KANAWHA BLVD E, BLDG 5 10TH FLOOR CHARLESTON WV US		WV OFFICE OF TECHNOLOGY BLDG 5, 10TH FLOOR 1900 KANAWHA BLVD E CHARLESTON WV US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
6	Cloud Financial Operations Specialist	2080.00000	HOUR	76	1568080

Comm Code	Manufacturer	Specification	Model #
81110000	NA		

Extended Description:

Cloud Financial Operations Specialist

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

INVOICE TO		SHIP TO	
DEPARTMENT OF ADMINISTRATION OFFICE OF TECHNOLOGY 1900 KANAWHA BLVD E, BLDG 5 10TH FLOOR CHARLESTON WV US		WV OFFICE OF TECHNOLOGY BLDG 5, 10TH FLOOR 1900 KANAWHA BLVD E CHARLESTON WV US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
7	Cloud Architect	2080.00000	HOURL	93	151840

Comm Code	Manufacturer	Specification	Model #
81110000	NA		

Extended Description:

Cloud Architect

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

INVOICE TO		SHIP TO	
DEPARTMENT OF ADMINISTRATION OFFICE OF TECHNOLOGY 1900 KANAWHA BLVD E, BLDG 5 10TH FLOOR CHARLESTON WV US		WV OFFICE OF TECHNOLOGY BLDG 5, 10TH FLOOR 1900 KANAWHA BLVD E CHARLESTON WV US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
8	Cloud Security Professional	2080.00000	HOURL	98	203840

Comm Code	Manufacturer	Specification	Model #
81110000	NA		

Extended Description:

Cloud Security Professional

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

INVOICE TO		SHIP TO	
DEPARTMENT OF ADMINISTRATION OFFICE OF TECHNOLOGY 1900 KANAWHA BLVD E, BLDG 5 10TH FLOOR CHARLESTON WV US		WV OFFICE OF TECHNOLOGY BLDG 5, 10TH FLOOR 1900 KANAWHA BLVD E CHARLESTON WV US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
9	Cloud Platform Engineer	2080.00000	HOUR	78	162240

Comm Code	Manufacturer	Specification	Model #
81110000	NA		

Extended Description:

Cloud Platform Engineer

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

INVOICE TO		SHIP TO	
DEPARTMENT OF ADMINISTRATION OFFICE OF TECHNOLOGY 1900 KANAWHA BLVD E, BLDG 5 10TH FLOOR CHARLESTON WV US		WV OFFICE OF TECHNOLOGY BLDG 5, 10TH FLOOR 1900 KANAWHA BLVD E CHARLESTON WV US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
10	Cloud Network Engineer	2080.00000	HOUR	85	176800

Comm Code	Manufacturer	Specification	Model #
81110000	NA		

Extended Description:

Cloud Network Engineer

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

INVOICE TO		SHIP TO	
DEPARTMENT OF ADMINISTRATION OFFICE OF TECHNOLOGY 1900 KANAWHA BLVD E, BLDG 5 10TH FLOOR CHARLESTON WV US		WV OFFICE OF TECHNOLOGY BLDG 5, 10TH FLOOR 1900 KANAWHA BLVD E CHARLESTON WV US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
11	Cloud Systems Management Engineer	2080.00000	HOUR	75	156000

Comm Code	Manufacturer	Specification	Model #
81110000	NA		

Extended Description:

Cloud Systems Management Engineer

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

INVOICE TO		SHIP TO	
DEPARTMENT OF ADMINISTRATION OFFICE OF TECHNOLOGY 1900 KANAWHA BLVD E, BLDG 5 10TH FLOOR CHARLESTON WV US		WV OFFICE OF TECHNOLOGY BLDG 5, 10TH FLOOR 1900 KANAWHA BLVD E CHARLESTON WV US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
12	Cloud Center of Excellence (CCOE) Implementation Spec	2080.00000	HOUR	97	201760

Comm Code	Manufacturer	Specification	Model #
81110000	NA		

Extended Description:

Cloud Center of Excellence (CCOE) Implementation Specialist

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

INVOICE TO		SHIP TO	
DEPARTMENT OF ADMINISTRATION OFFICE OF TECHNOLOGY 1900 KANAWHA BLVD E, BLDG 5 10TH FLOOR CHARLESTON WV US		WV OFFICE OF TECHNOLOGY BLDG 5, 10TH FLOOR 1900 KANAWHA BLVD E CHARLESTON WV US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
13	Mainframe Systems Programmer	2080.00000	HOURL	75	156000

Comm Code	Manufacturer	Specification	Model #
81110000	NA		

Extended Description:
Mainframe Systems Programmer

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

SCHEDULE OF EVENTS		
<u>Line</u>	<u>Event</u>	<u>Event Date</u>
1	Questions are due by 3:00 p.m.	2026-09-04

	Document Phase	Document Description	Page 9
OOT2700000006	Final	Addendum No 2 -Temporary Technical Staffing Services	

ADDITIONAL TERMS AND CONDITIONS

See attached document(s) for additional Terms and Conditions



ERIC L. HOUSEHOLDER
CABINET SECRETARY

STATE OF WEST VIRGINIA
DEPARTMENT OF ADMINISTRATION
PURCHASING DIVISION

SAMANTHA WILLIS
PURCHASING DIRECTOR

May 5, 2025

Bits & Bytes Technology Solutions, Inc.

30 Corporate Circle, Suite 100
Albany, NY 12203

Diwakar Sahai:

This is to notify you that your Small, Women-, and Minority-Owned Businesses (SWAM) Certification Application has been approved based on your representations that the vendor named above meets the definition of a Small, Women-, and Minority-Owned Businesses as set forth in the **West Virginia Code of State Rules** 148-22-1 et seq. This certification became effective:

04/24/2025

And shall automatically expire without notice two years after the effective date unless revoked by the Purchasing Director or upon expiration pursuant to the **West Virginia Code of State Rules** 148-22-8. The type(s) of Small, Women-, and Minority-Owned Businesses (SWAM) Certification approved for your entity:

Small Business	Minority-Owned Business
----------------	-------------------------

At the end of your two-year certification period, if you wish to reapply, please complete a WV-1A form or apply for re-certification through the Vendor Self-Service portal at wvOASIS.gov. Complete renewal instructions, application forms, and a list of West Virginia's Small, Women-, and Minority-Owned Businesses (SWAM) Certification entities are available online at www.state.wv.us/admin/purchase/VendorReg.html.

If you have questions, please contact the West Virginia Purchasing Division at 304-558-2311.

Sincerely,

Carol Hudnall
Vendor Registration Coordinator



NEW YORK STATE **MINORITY- AND WOMEN-OWNED BUSINESS ENTERPRISE ("MWBE")** **CERTIFICATION**

Empire State Development's Division of Minority and Women's Business Development grants a
Minority Business Enterprise (MBE)

pursuant to New York State Executive Law, Article 15-A to:

Bits & Bytes Technology Solutions, Inc.

Certification Awarded on: October 26, 2022

Expiration Date: October 26, 2027

File ID#: 61860 - MBE



**Division of Minority
and Women's
Business Development**

A Division of Empire State Development