



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 5

[List View](#)**General Information**[Contact](#)[Default Values](#)[Discount](#)[Document Information](#)[Clarification Request](#)**Procurement Folder:** 2020855**Procurement Type:** Statewide MA (Open End)**Vendor ID:** VS0000048050**Legal Name:** ASCII Group, LLC**Alias/DBA:** ASCII Group, LLC**Total Bid:** \$2,373,280.00**Response Date:** 09/23/2026**Response Time:** 13:06**Responded By User ID:** Ascigroup**First Name:** Hima**Last Name:** Kolanagireddy**Email:** hima@asciigroup.com**Phone:** 2484977749**SO Doc Code:** CRFQ**SO Dept:** 0231**SO Doc ID:** OOT2700000006**Published Date:** 9/16/26**Close Date:** 9/23/26**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 ESR09112600000002086	1

VENDOR
VS0000048050
ASCII Group, LLC

Solicitation Number: CRFQ 0231 OOT2700000006
Total Bid: 2373280
Response Date: 2026-09-23
Response Time: 13:06:43
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	89.000000	185120.00

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	89.000000	185120.00

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	89.000000	185120.00

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	75.000000	156000.00

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	80.000000	166400.00

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	90.000000	187200.00

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	95.000000	197600.00

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	97.000000	201760.00

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	89.000000	185120.00

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	89.000000	185120.00

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	89.000000	185120.00

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	85.000000	176800.00

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.

State of West Virginia



Certificate

I, Kris Warner, Secretary of State of the State of West Virginia, hereby certify that

ASCII GROUP, LLC

was duly authorized under the laws of this state to transact business in West Virginia as a foreign limited liability company on January 27, 2025.

The company is filed as an at-will company, for an indefinite period.

I further certify that the company has not been revoked or administratively dissolved by the State of West Virginia nor has the West Virginia Secretary of State issued a Certificate of Cancellation or Termination to the company.

Accordingly, I hereby issue this Certificate of Authorization

CERTIFICATE OF AUTHORIZATION

Validation ID:2WV5P_CKQHJ



*Given under my hand and the
Great Seal of the State of
West Virginia on this day of
September 23, 2026*

Secretary of State



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

09/11/2026

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 Technology Insurance Associates InsureYourCompany.com/Techsmart Insurance Agency 225 Gordons Corner Road 21 Manalapan NJ 07726	CONTACT NAME: Benjamin Levenson PHONE (A/C, No, Ext): (888) 242-4675 FAX (A/C, No): (732) 862-1177 E-MAIL ADDRESS: Ben@insureyourcompany.com
INSURED ASCI Group LLC 38345 W. 10 Mile Rd, Ste.#365 Farmington MI 48335	INSURER(S) AFFORDING COVERAGE INSURER A: Twin City Fire Insurance Co INSURER B: Hartford Fire Insurance Co. INSURER C: INSURER D: INSURER E: INSURER F:
	NAIC # 29459 19682

COVERAGES**CERTIFICATE NUMBER:** 252123**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:		X	13SBANY7993	03/20/2026	03/20/2027	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 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 HIRED ☐ AUTOS ONLY ☐ SCHEDULED AUTOS NON-OWNED ☒ AUTOS ONLY		X	13SBANY7993	03/20/2026	03/20/2027	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	☒ UMBRELLA LIAB ☐ EXCESS LIAB DED ☐ RETENTION \$		X	13SBANY7993	03/20/2026	03/20/2027	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000
A	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	13WECAM4AMX	08/02/2026	08/02/2027	☒ PER STATUTE E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Crime 3rd Party			13TP0328213	03/20/2026	03/20/2027	\$5,000,000 Limit / \$5,000,000 Aggregate
B	Errors&Omissions/Professional			13TE0349311	03/20/2026	03/20/2027	\$10,000,000 Limit / \$10,000,000 Aggregate
B	Network Security/ Cyber			13TE0349311	03/20/2026	03/20/2027	\$10,000,000 Aggregate / \$10,000,000 Aggregate

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

Certificate holder named as additional insured only if required by written contract. Coverage subject to policy terms and conditions.

CERTIFICATE HOLDER**CANCELLATION**State of West Virginia
Department of Administration Purchasing Division
2019 Washington street East Post Office Box 50130
Charleston, WV, 25305

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

Benjamin Levenson

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ACORD 25 (2016/03)

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CERT NO:252123

Benjamin Levenson

09/11/2026

Form W-2 Wage and Tax Statement 2025

Copy C, for employee's records

c Employer's name, address, and ZIP code ASCII GROUP LLC 38345 W 10 MILE RD 365 FARMINGTON MI 48335		d Control number 0050-70220899 0000000072 - PAYROL		Void	Department of the Treasury - Internal Revenue Service OMB No. 1545-0029								
		b Employer identification number (EIN) 45-1658911		a Employee's social security number 526-87-7089									
		13 Statutory employee		Retirement plan		Third-party sick pay							
e Employee's name, address, and ZIP code JEFFREYS BRANT 20327 W MORNING STAR LN WITTMANN AZ 85361		12 See instructions for box 12		14 Other		1 Wages, tips, other compensation 78919.07	2 Federal income tax withheld 13608.44						
						3 Social security wages 78919.07	4 Social security tax withheld 4892.98						
						5 Medicare wages and tips 78919.07	6 Medicare tax withheld 1144.33						
						7 Social Security Tips	8 Allocated Tips						
						10 Dependent care benefits	11 Nonqualified plans						
15 State AZ		Employer's state ID number 451658911		16 State wages, tips, etc. 78919.07		17 State income tax 2762.17		18 Local wages, tips, etc.		19 Local income tax		20 Locality name	

This information is being furnished to the Internal Revenue Service. If you are required to file a tax return, a negligence penalty or other sanction may be imposed on you if this income is taxable and you fail to report it.

Form W-2 Wage and Tax Statement 2025

Copy B, to be filed with employee's FEDERAL tax return

c Employer's name, address, and ZIP code ASCII GROUP LLC 38345 W 10 MILE RD 365 FARMINGTON MI 48335		d Control number 0050-70220899 0000000072 - PAYROL		Void	Department of the Treasury - Internal Revenue Service OMB No. 1545-0029								
		b Employer identification number (EIN) 45-1658911		a Employee's social security number 526-87-7089									
		13 Statutory employee		Retirement plan		Third-party sick pay							
e Employee's name, address, and ZIP code JEFFREYS BRANT 20327 W MORNING STAR LN WITTMANN AZ 85361		12 See instructions for box 12		14 Other		1 Wages, tips, other compensation 78919.07	2 Federal income tax withheld 13608.44						
						3 Social security wages 78919.07	4 Social security tax withheld 4892.98						
						5 Medicare wages and tips 78919.07	6 Medicare tax withheld 1144.33						
						7 Social Security Tips	8 Allocated Tips						
						10 Dependent care benefits	11 Nonqualified plans						
15 State AZ		Employer's state ID number 451658911		16 State wages, tips, etc. 78919.07		17 State income tax 2762.17		18 Local wages, tips, etc.		19 Local income tax		20 Locality name	

This information is being furnished to the Internal Revenue Service. If you are required to file a tax return, a negligence penalty or other sanction may be imposed on you if this income is taxable and you fail to report it.

Form W-2 Wage and Tax Statement 2025

Copy 2, to be filed with employee's tax return for AZ

c Employer's name, address, and ZIP code ASCII GROUP LLC 38345 W 10 MILE RD 365 FARMINGTON MI 48335		d Control number 0050-70220899 0000000072 - PAYROL		Void	Department of the Treasury - Internal Revenue Service OMB No. 1545-0029								
		b Employer identification number (EIN) 45-1658911		a Employee's social security number 526-87-7089									
		13 Statutory employee		Retirement plan		Third-party sick pay							
e Employee's name, address, and ZIP code JEFFREYS BRANT 20327 W MORNING STAR LN WITTMANN AZ 85361		12 See instructions for box 12		14 Other		1 Wages, tips, other compensation 78919.07	2 Federal income tax withheld 13608.44						
						3 Social security wages 78919.07	4 Social security tax withheld 4892.98						
						5 Medicare wages and tips 78919.07	6 Medicare tax withheld 1144.33						
						7 Social Security Tips	8 Allocated Tips						
						10 Dependent care benefits	11 Nonqualified plans						
15 State AZ		Employer's state ID number 451658911		16 State wages, tips, etc. 78919.07		17 State income tax 2762.17		18 Local wages, tips, etc.		19 Local income tax		20 Locality name	

This information is being furnished to the Internal Revenue Service. If you are required to file a tax return, a negligence penalty or other sanction may be imposed on you if this income is taxable and you fail to report it.

Form W-2 Wage and Tax Statement 2025

c Employer's name, address, and ZIP code		d Control number		Void	Department of the Treasury - Internal Revenue Service OMB No. 1545-0029								
		b Employer identification number (EIN)		a Employee's social security number									
		13 Statutory employee		Retirement plan		Third-party sick pay							
e Employee's name, address, and ZIP code		12 See instructions for box 12		14 Other		1 Wages, tips, other compensation	2 Federal income tax withheld						
						3 Social security wages	4 Social security tax withheld						
						5 Medicare wages and tips	6 Medicare tax withheld						
						7 Social Security Tips	8 Allocated Tips						
						10 Dependent care benefits	11 Nonqualified plans						
15 State		Employer's state ID number		16 State wages, tips, etc.		17 State income tax		18 Local wages, tips, etc.		19 Local income tax		20 Locality name	

This information is being furnished to the Internal Revenue Service. If you are required to file a tax return, a negligence penalty or other sanction may be imposed on you if this income is taxable and you fail to report it.

Notice to Employee

Do you have to file? Refer to the Form 1040 instructions to determine if you are required to file a tax return. Even if you don't have to file a tax return, you may be eligible for a refund if box 2 shows an amount or if you are eligible for any credit.

Earned income credit (EITC). You may be able to take the EITC for 2025 if your adjusted gross income (AGI) is less than a certain amount. The amount of the credit is based on income and family size. Workers without children could qualify for a smaller credit. You and any qualifying children must have valid social security numbers (SSNs). You can't take the EITC if your investment income is more than the specified amount for 2025 or if income is earned for services provided while you were an inmate at a penal institution. For 2025 income limits and more information, visit www.irs.gov/EITC. See also Pub. 596. **Any EITC that is more than your tax liability is refunded to you, but only if you file a tax return.**

Employee's social security number (SSN). For your protection, this form may show only the last four digits of your SSN. However, your employer has reported your complete SSN to the IRS and the Social Security Administration (SSA).

Clergy and religious workers. If you aren't subject to social security and Medicare taxes, see Pub. 517.

Instructions for Employee

Box 1. Enter this amount on the wages line of your tax return.

Box 2. Enter this amount on the federal income tax withheld line of your tax return.

Box 5. You may be required to report this amount on Form 8959. See the Form 1040 instructions to determine if you are required to complete Form 8959.

Box 6. This amount includes the 1.45% Medicare Tax withheld on all Medicare wages and tips shown in box 5, as well as the 0.9% Additional Medicare Tax on any of those Medicare wages and tips above \$200,000.

Box 8. This amount is **not** included in box 1, 3, 5, or 7. For information on how to report tips on your tax return, see the Form 1040 instructions.

You must file Form 4137 with your income tax return to report at least the allocated tip amount unless you can prove with adequate records that you received a smaller amount. If you have records that show the actual amount of tips you received, report that amount even if it is more or less than the allocated tips. Use Form 4137 to figure the social security and Medicare tax owed on tips you didn't report to your employer. Enter this amount on the wages line of your tax return. By filing Form 4137, your social security tips will be credited to your social security record (used to figure your benefits).

Box 10. This amount includes the total dependent care benefits that your employer paid to you or incurred on your behalf (including amounts from a section 125 (cafeteria) plan). Any amount over your employer's plan limit is also included in box 1. See Form 2441.

Box 11. This amount is (a) reported in box 1 if it is a distribution made to you from a nonqualified deferred compensation or nongovernmental section 457(b) plan, or (b) included in box 3 and/or box 5 if it is a prior year deferral under a nonqualified or section 457(b) plan that became taxable for social security and Medicare taxes this year because there is no longer a substantial risk of forfeiture of your right to the deferred amount. This box shouldn't be used if you had a deferral and a distribution in the same calendar year. If you made a deferral and received a distribution in the same calendar year, and you are or will be age 62 by the end of the calendar year, your employer should file Form SSA-131, Employer Report of Special Wage Payments, with the Social Security Administration and give you a copy.

Box 12. The following list explains the codes shown in box 12. You may need this information to complete your tax return. Elective deferrals (codes D, E, F, and S) and designated Roth contributions (codes AA, BB, and EE) under all plans are generally limited to a total of \$23,500 (Generally \$16,500 for SIMPLE plans; \$26,500 for section 403(b) plans if you qualify for the 15-year rule explained in Pub. 571). Deferrals under code G are limited to \$23,500. Deferrals under code H are limited to \$7,000.

However, if you were at least age 50 in 2025, your employer may have allowed an additional elective deferral or designated Roth contribution (catch-up contribution) to your plan. For information about the limits on these catch-up contributions, including the higher limit if you were age 60 through 63 as of December 31, 2025, see Pub. 525. Contact your plan administrator for more information. Amounts in excess of the overall elective deferral limit must be included in income. See the Form 1040 instructions.

Note: If a year follows code D through H, S, Y, AA, BB, or EE, you made a make-up pension contribution for a prior year(s) when you were in military service. To figure whether you made excess deferrals, consider these amounts for the year shown, not the current year. If no year is shown, the contributions are for the current year.

A—Uncollected social security or RRTA tax on tips. Include this tax on Form 1040 or 1040-SR. See the Form 1040 instructions.

B—Uncollected Medicare tax on tips. Include this tax on Form 1040 or 1040-SR. See the Form 1040 instructions.

C—Taxable cost of group-term life insurance over \$50,000 (included in boxes 1, 3 (up to the social security wage base), and 5)

D—Elective deferrals to a section 401(k) cash or deferred arrangement. Also includes deferrals under a SIMPLE retirement account that is part of a section 401(k) arrangement.

E—Elective deferrals under a section 403(b) salary reduction agreement

F—Elective deferrals under a section 408(k)(6) salary reduction SEP (this includes elective deferrals made to a Roth SEP IRA)

G—Elective deferrals and employer contributions (including nonelective deferrals) to a section 457(b) deferred compensation plan

Corrections. If your name, SSN, or address is incorrect, correct Copies B, C, and 2 and ask your employer to correct your employment record. Be sure to ask the employer to file Form W-2c, Corrected Wage and Tax Statement, with the SSA to correct any name, SSN, or money amount error reported to the SSA on Form W-2. Be sure to get your copies of Form W-2c from your employer for all corrections made so you may file them with your tax return. If your name and SSN are correct but aren't the same as shown on your social security card, you should ask for a new card that displays your correct name at any SSA office or by calling 800-772-1213. You may also visit the SSA website at www.SSA.gov.

Cost of employer-sponsored health coverage (if such cost is provided by the employer). The reporting in box 12, using code DD, of the cost of employer-sponsored health coverage is for your information only. **The amount reported with code DD is not taxable.**

Credit for excess taxes. If you had more than one employer in 2025 and more than \$10,918.20 in social security and/or Tier 1 railroad retirement (RRTA) taxes were withheld, you may be able to claim a credit for the excess against your federal income tax. See the Form 1040 instructions. If you had more than one railroad employer and more than \$6,409.20 in Tier 2 RRTA tax was withheld, you may be able to claim a refund on Form 843. See the Instructions for Form 843.

H—Elective deferrals to a section 501(c)(18)(D) tax-exempt organization plan. See the Form 1040 instructions for how to deduct.

J—Nontaxable sick pay (information only, not included in box 1, 3, or 5)

K—20% excise tax on excess golden parachute payments. See the Form 1040 instructions.

L—Substantiated employee business expense reimbursements (nontaxable)

M—Uncollected social security or RRTA tax on taxable cost of group-term life insurance over \$50,000 (former employees only). See the Form 1040 instructions.

N—Uncollected Medicare tax on taxable cost of group-term life insurance over \$50,000 (former employees only). See the Form 1040 instructions.

P—Excludable moving expense reimbursements paid directly to a member of the U.S. Armed Forces (not included in box 1, 3, or 5)

Q—Nontaxable combat pay. See the Form 1040 instructions for details on reporting this amount.

R—Employer contributions to your Archer MSA. Report on Form 8853.

S—Employee salary reduction contributions under a section 408(p) SIMPLE plan (this includes salary reduction contributions made to a Roth SIMPLE IRA)

T—Adoption benefits (not included in box 1). Complete Form 8839 to figure any taxable and nontaxable amounts.

V—Income from exercise of nonstatutory stock option(s) (included in boxes 1, 3 (up to the social security wage base), and 5). See Pub. 525 for reporting requirements.

W—Employer contributions (including amounts the employee elected to contribute using a section 125 (cafeteria) plan) to your health savings account. Report on Form 8889.

Y—Deferrals under a section 409A nonqualified deferred compensation plan

Z—Income under a nonqualified deferred compensation plan that fails to satisfy section 409A. This amount is also included in box 1. It is subject to an additional 20% tax plus interest. See the Form 1040 instructions.

AA—Designated Roth contributions under a section 401(k) plan

BB—Designated Roth contributions under a section 403(b) plan

DD—Cost of employer-sponsored health coverage. **The amount reported with code DD is not taxable.**

EE—Designated Roth contributions under a governmental section 457(b) plan. This amount does not apply to contributions under a tax-exempt organization section 457(b) plan.

FF—Permitted benefits under a qualified small employer health reimbursement arrangement

GG—Income from qualified equity grants under section 83(i)

HH—Aggregate deferrals under section 83(i) elections as of the close of the calendar year

II—Medicare waiver payments excluded from gross income under Notice 2014-7.

Box 13. If the "Retirement plan" box is checked, special limits may apply to the amount of traditional IRA contributions you may deduct. See Pub. 590-A.

Box 14. Employers may use this box to report information such as state disability insurance taxes withheld, union dues, uniform payments, health insurance premiums deducted, nontaxable income, educational assistance payments, or a member of the clergy's parsonage allowance and utilities. Railroad employers use this box to report railroad retirement (RRTA) compensation, Tier 1 tax, Tier 2 tax, Medicare tax, and Additional Medicare Tax. Include tips reported by the employee to the employer in railroad retirement (RRTA) compensation.

Note: Keep **Copy C** of Form W-2 for at least 3 years after the due date for filing your income tax return. However, to help **protect your social security benefits**, keep Copy C until you begin receiving social security benefits, just in case there is a question about your work record and/or earnings in a particular year.

Form W-2 Wage and Tax Statement 2025

Copy C, for employee's records

c Employer's name, address, and ZIP code ASCII GROUP LLC 38345 W 10 MILE RD 365 FARMINGTON MI 48335			d Control number 0050-70220899 0000000080 - PAYROL		Void	Department of the Treasury - Internal Revenue Service OMB No. 1545-0029								
			b Employer identification number (EIN)			a Employee's social security number								
			45-1658911			089-68-5316								
e Employee's name, address, and ZIP code ALEX KUSHNIR 2021 N LEMANS BLVD TAMPA FL 33607			13 Statutory employee		Retirement plan		Third-party sick pay							
					X									
			12 See instructions for box 12		14 Other		5 Medicare wages and tips 24080.00		2 Federal income tax withheld 3397.20					
							3 Social security wages 24080.00		4 Social security tax withheld 1492.96					
							7 Social Security Tips		8 Medicare tax withheld 349.16					
15 State			Employer's state ID number		16 State wages, tips, etc.		17 State income tax		18 Local wages, tips, etc.		19 Local income tax		20 Locality name	

This information is being furnished to the Internal Revenue Service. If you are required to file a tax return, a negligence penalty or other sanction may be imposed on you if this income is taxable and you fail to report it.

Form W-2 Wage and Tax Statement 2025

Copy B, to be filed with employee's FEDERAL tax return

c Employer's name, address, and ZIP code ASCII GROUP LLC 38345 W 10 MILE RD 365 FARMINGTON MI 48335			d Control number 0050-70220899 0000000080 - PAYROL		Void	Department of the Treasury - Internal Revenue Service OMB No. 1545-0029								
			b Employer identification number (EIN)			a Employee's social security number								
			45-1658911			089-68-5316								
e Employee's name, address, and ZIP code ALEX KUSHNIR 2021 N LEMANS BLVD TAMPA FL 33607			13 Statutory employee		Retirement plan		Third-party sick pay							
					X									
			12 See instructions for box 12		14 Other		5 Medicare wages and tips 24080.00		2 Federal income tax withheld 3397.20					
							3 Social security wages 24080.00		4 Social security tax withheld 1492.96					
							7 Social Security Tips		8 Medicare tax withheld 349.16					
15 State			Employer's state ID number		16 State wages, tips, etc.		17 State income tax		18 Local wages, tips, etc.		19 Local income tax		20 Locality name	

This information is being furnished to the Internal Revenue Service. If you are required to file a tax return, a negligence penalty or other sanction may be imposed on you if this income is taxable and you fail to report it.

Form W-2 Wage and Tax Statement 2025

c Employer's name, address, and ZIP code			d Control number		Void X	Department of the Treasury - Internal Revenue Service OMB No. 1545-0029								
			b Employer identification number (EIN)			a Employee's social security number								
e Employee's name, address, and ZIP code			13 Statutory employee		Retirement plan		Third-party sick pay							
			12 See instructions for box 12		14 Other		5 Medicare wages and tips		2 Federal income tax withheld					
							3 Social security wages		4 Social security tax withheld					
							7 Social Security Tips		8 Medicare tax withheld					
15 State			Employer's state ID number		16 State wages, tips, etc.		17 State income tax		18 Local wages, tips, etc.		19 Local income tax		20 Locality name	

This information is being furnished to the Internal Revenue Service. If you are required to file a tax return, a negligence penalty or other sanction may be imposed on you if this income is taxable and you fail to report it.

Form W-2 Wage and Tax Statement 2025

c Employer's name, address, and ZIP code			d Control number		Void X	Department of the Treasury - Internal Revenue Service OMB No. 1545-0029								
			b Employer identification number (EIN)			a Employee's social security number								
e Employee's name, address, and ZIP code			13 Statutory employee		Retirement plan		Third-party sick pay							
			12 See instructions for box 12		14 Other		5 Medicare wages and tips		2 Federal income tax withheld					
							3 Social security wages		4 Social security tax withheld					
							7 Social Security Tips		8 Medicare tax withheld					
15 State			Employer's state ID number		16 State wages, tips, etc.		17 State income tax		18 Local wages, tips, etc.		19 Local income tax		20 Locality name	

This information is being furnished to the Internal Revenue Service. If you are required to file a tax return, a negligence penalty or other sanction may be imposed on you if this income is taxable and you fail to report it.

Notice to Employee

Do you have to file? Refer to the Form 1040 instructions to determine if you are required to file a tax return. Even if you don't have to file a tax return, you may be eligible for a refund if box 2 shows an amount or if you are eligible for any credit.

Earned income credit (EITC). You may be able to take the EITC for 2025 if your adjusted gross income (AGI) is less than a certain amount. The amount of the credit is based on income and family size. Workers without children could qualify for a smaller credit. You and any qualifying children must have valid social security numbers (SSNs). You can't take the EITC if your investment income is more than the specified amount for 2025 or if income is earned for services provided while you were an inmate at a penal institution. For 2025 income limits and more information, visit www.irs.gov/EITC. See also Pub. 596. **Any EITC that is more than your tax liability is refunded to you, but only if you file a tax return.**

Employee's social security number (SSN). For your protection, this form may show only the last four digits of your SSN. However, your employer has reported your complete SSN to the IRS and the Social Security Administration (SSA).

Clergy and religious workers. If you aren't subject to social security and Medicare taxes, see Pub. 517.

Instructions for Employee

- Box 1.** Enter this amount on the wages line of your tax return.
- Box 2.** Enter this amount on the federal income tax withheld line of your tax return.
- Box 5.** You may be required to report this amount on Form 8959. See the Form 1040 instructions to determine if you are required to complete Form 8959.
- Box 6.** This amount includes the 1.45% Medicare Tax withheld on all Medicare wages and tips shown in box 5, as well as the 0.9% Additional Medicare Tax on any of those Medicare wages and tips above \$200,000.
- Box 8.** This amount is **not** included in box 1, 3, 5, or 7. For information on how to report tips on your tax return, see the Form 1040 instructions.

You must file Form 4137 with your income tax return to report at least the allocated tip amount unless you can prove with adequate records that you received a smaller amount. If you have records that show the actual amount of tips you received, report that amount even if it is more or less than the allocated tips. Use Form 4137 to figure the social security and Medicare tax owed on tips you didn't report to your employer. Enter this amount on the wages line of your tax return. By filing Form 4137, your social security tips will be credited to your social security record (used to figure your benefits).

Box 10. This amount includes the total dependent care benefits that your employer paid to you or incurred on your behalf (including amounts from a section 125 (cafeteria) plan). Any amount over your employer's plan limit is also included in box 1. See Form 2441.

Box 11. This amount is (a) reported in box 1 if it is a distribution made to you from a nonqualified deferred compensation or nongovernmental section 457(b) plan, or (b) included in box 3 and/or box 5 if it is a prior year deferral under a nonqualified or section 457(b) plan that became taxable for social security and Medicare taxes this year because there is no longer a substantial risk of forfeiture of your right to the deferred amount. This box shouldn't be used if you had a deferral and a distribution in the same calendar year. If you made a deferral and received a distribution in the same calendar year, and you are or will be age 62 by the end of the calendar year, your employer should file Form SSA-131, Employer Report of Special Wage Payments, with the Social Security Administration and give you a copy.

Box 12. The following list explains the codes shown in box 12. You may need this information to complete your tax return. Elective deferrals (codes D, E, F, and S) and designated Roth contributions (codes AA, BB, and EE) under all plans are generally limited to a total of \$23,500 (Generally \$16,500 for SIMPLE plans; \$26,500 for section 403(b) plans if you qualify for the 15-year rule explained in Pub. 571). Deferrals under code G are limited to \$23,500. Deferrals under code H are limited to \$7,000.

However, if you were at least age 50 in 2025, your employer may have allowed an additional elective deferral or designated Roth contribution (catch-up contribution) to your plan. For information about the limits on these catch-up contributions, including the higher limit if you were age 60 through 63 as of December 31, 2025, see Pub. 525. Contact your plan administrator for more information. Amounts in excess of the overall elective deferral limit must be included in income. See the Form 1040 instructions.

Note: If a year follows code D through H, S, Y, AA, BB, or EE, you made a make-up pension contribution for a prior year(s) when you were in military service. To figure whether you made excess deferrals, consider these amounts for the year shown, not the current year. If no year is shown, the contributions are for the current year.

- A**—Uncollected social security or RRTA tax on tips. Include this tax on Form 1040 or 1040-SR. See the Form 1040 instructions.
- B**—Uncollected Medicare tax on tips. Include this tax on Form 1040 or 1040-SR. See the Form 1040 instructions.
- C**—Taxable cost of group-term life insurance over \$50,000 (included in boxes 1, 3 (up to the social security wage base), and 5)
- D**—Elective deferrals to a section 401(k) cash or deferred arrangement. Also includes deferrals under a SIMPLE retirement account that is part of a section 401(k) arrangement.
- E**—Elective deferrals under a section 403(b) salary reduction agreement
- F**—Elective deferrals under a section 408(k)(6) salary reduction SEP (this includes elective deferrals made to a Roth SEP IRA)
- G**—Elective deferrals and employer contributions (including nonelective deferrals) to a section 457(b) deferred compensation plan

Corrections. If your name, SSN, or address is incorrect, correct Copies B, C, and 2 and ask your employer to correct your employment record. Be sure to ask the employer to file Form W-2c, Corrected Wage and Tax Statement, with the SSA to correct any name, SSN, or money amount error reported to the SSA on Form W-2. Be sure to get your copies of Form W-2c from your employer for all corrections made so you may file them with your tax return. If your name and SSN are correct but aren't the same as shown on your social security card, you should ask for a new card that displays your correct name at any SSA office or by calling 800-772-1213. You may also visit the SSA website at www.SSA.gov.

Cost of employer-sponsored health coverage (if such cost is provided by the employer). The reporting in box 12, using code DD, of the cost of employer-sponsored health coverage is for your information only. **The amount reported with code DD is not taxable.**

Credit for excess taxes. If you had more than one employer in 2025 and more than \$10,918.20 in social security and/or Tier 1 railroad retirement (RRTA) taxes were withheld, you may be able to claim a credit for the excess against your federal income tax. See the Form 1040 instructions. If you had more than one railroad employer and more than \$6,409.20 in Tier 2 RRTA tax was withheld, you may be able to claim a refund on Form 843. See the Instructions for Form 843.

- H**—Elective deferrals to a section 501(c)(18)(D) tax-exempt organization plan. See the Form 1040 instructions for how to deduct.
- J**—Nontaxable sick pay (information only, not included in box 1, 3, or 5)
- K**—20% excise tax on excess golden parachute payments. See the Form 1040 instructions.
- L**—Substantiated employee business expense reimbursements (nontaxable)
- M**—Uncollected social security or RRTA tax on taxable cost of group-term life insurance over \$50,000 (former employees only). See the Form 1040 instructions.
- N**—Uncollected Medicare tax on taxable cost of group-term life insurance over \$50,000 (former employees only). See the Form 1040 instructions.
- P**—Excludable moving expense reimbursements paid directly to a member of the U.S. Armed Forces (not included in box 1, 3, or 5)
- Q**—Nontaxable combat pay. See the Form 1040 instructions for details on reporting this amount.
- R**—Employer contributions to your Archer MSA. Report on Form 8853.
- S**—Employee salary reduction contributions under a section 408(p) SIMPLE plan (this includes salary reduction contributions made to a Roth SIMPLE IRA)
- T**—Adoption benefits (not included in box 1). Complete Form 8839 to figure any taxable and nontaxable amounts.
- V**—Income from exercise of nonstatutory stock option(s) (included in boxes 1, 3 (up to the social security wage base), and 5). See Pub. 525 for reporting requirements.
- W**—Employer contributions (including amounts the employee elected to contribute using a section 125 (cafeteria) plan) to your health savings account. Report on Form 8889.
- Y**—Deferrals under a section 409A nonqualified deferred compensation plan
- Z**—Income under a nonqualified deferred compensation plan that fails to satisfy section 409A. This amount is also included in box 1. It is subject to an additional 20% tax plus interest. See the Form 1040 instructions.
- AA**—Designated Roth contributions under a section 401(k) plan
- BB**—Designated Roth contributions under a section 403(b) plan
- DD**—Cost of employer-sponsored health coverage. **The amount reported with code DD is not taxable.**
- EE**—Designated Roth contributions under a governmental section 457(b) plan. This amount does not apply to contributions under a tax-exempt organization section 457(b) plan.
- FF**—Permitted benefits under a qualified small employer health reimbursement arrangement
- GG**—Income from qualified equity grants under section 83(i)
- HH**—Aggregate deferrals under section 83(i) elections as of the close of the calendar year
- II**—Medicare waiver payments excluded from gross income under Notice 2014-7.

Box 13. If the "Retirement plan" box is checked, special limits may apply to the amount of traditional IRA contributions you may deduct. See Pub. 590-A.

Box 14. Employers may use this box to report information such as state disability insurance taxes withheld, union dues, uniform payments, health insurance premiums deducted, nontaxable income, educational assistance payments, or a member of the clergy's parsonage allowance and utilities. Railroad employers use this box to report railroad retirement (RRTA) compensation, Tier 1 tax, Tier 2 tax, Medicare tax, and Additional Medicare Tax. Include tips reported by the employee to the employer in railroad retirement (RRTA) compensation.

Note: Keep **Copy C** of Form W-2 for at least 3 years after the due date for filing your income tax return. However, to help **protect your social security benefits**, keep Copy C until you begin receiving social security benefits, just in case there is a question about your work record and/or earnings in a particular year.

Form W-2 Wage and Tax Statement 2025

Copy C, for employee's records

c Employer's name, address, and ZIP code ASCII GROUP LLC 38345 W 10 MILE RD 365 FARMINGTON MI 48335		d Control number 0050-70220899 0000000060 - PAYROL		Void	Department of the Treasury - Internal Revenue Service OMB No. 1545-0029		
		b Employer identification number (EIN) 45-1658911		a Employee's social security number 279-95-8984			
		13 Statutory employee		Retirement plan	Third-party sick pay	1 Wages, tips, other compensation 151800.00	2 Federal income tax withheld 25679.04
		12 See instructions for box 12		14 Other CTPFL 573.00		3 Social security wages 151800.00	4 Social security tax withheld 9411.60
e Employee's name, address, and ZIP code KANAN MAMMADLI 43 BLOOMFIELD AVE HARTFORD CT 06105					5 Medicare wages and tips 151800.00	6 Medicare tax withheld 2201.10	
					7 Social Security Tips	8 Allocated Tips	
					10 Dependent care benefits	11 Nonqualified plans	
15 State CT	Employer's state ID number 58849423-000	16 State wages, tips, etc. 151800.00	17 State income tax 8341.33	18 Local wages, tips, etc.	19 Local income tax	20 Locality name	

This information is being furnished to the Internal Revenue Service. If you are required to file a tax return, a negligence penalty or other sanction may be imposed on you if this income is taxable and you fail to report it.

Form W-2 Wage and Tax Statement 2025

Copy B, to be filed with employee's FEDERAL tax return

c Employer's name, address, and ZIP code ASCII GROUP LLC 38345 W 10 MILE RD 365 FARMINGTON MI 48335		d Control number 0050-70220899 0000000060 - PAYROL		Void	Department of the Treasury - Internal Revenue Service OMB No. 1545-0029		
		b Employer identification number (EIN) 45-1658911		a Employee's social security number 279-95-8984			
		13 Statutory employee		Retirement plan	Third-party sick pay	1 Wages, tips, other compensation 151800.00	2 Federal income tax withheld 25679.04
		12 See instructions for box 12		14 Other CTPFL 573.00		3 Social security wages 151800.00	4 Social security tax withheld 9411.60
e Employee's name, address, and ZIP code KANAN MAMMADLI 43 BLOOMFIELD AVE HARTFORD CT 06105					5 Medicare wages and tips 151800.00	6 Medicare tax withheld 2201.10	
					7 Social Security Tips	8 Allocated Tips	
					10 Dependent care benefits	11 Nonqualified plans	
15 State CT	Employer's state ID number 58849423-000	16 State wages, tips, etc. 151800.00	17 State income tax 8341.33	18 Local wages, tips, etc.	19 Local income tax	20 Locality name	

This information is being furnished to the Internal Revenue Service. If you are required to file a tax return, a negligence penalty or other sanction may be imposed on you if this income is taxable and you fail to report it.

Form W-2 Wage and Tax Statement 2025

Copy 2, to be filed with employee's tax return for CT

c Employer's name, address, and ZIP code ASCII GROUP LLC 38345 W 10 MILE RD 365 FARMINGTON MI 48335		d Control number 0050-70220899 0000000060 - PAYROL		Void	Department of the Treasury - Internal Revenue Service OMB No. 1545-0029		
		b Employer identification number (EIN) 45-1658911		a Employee's social security number 279-95-8984			
		13 Statutory employee		Retirement plan	Third-party sick pay	1 Wages, tips, other compensation 151800.00	2 Federal income tax withheld 25679.04
		12 See instructions for box 12		14 Other CTPFL 573.00		3 Social security wages 151800.00	4 Social security tax withheld 9411.60
e Employee's name, address, and ZIP code KANAN MAMMADLI 43 BLOOMFIELD AVE HARTFORD CT 06105					5 Medicare wages and tips 151800.00	6 Medicare tax withheld 2201.10	
					7 Social Security Tips	8 Allocated Tips	
					10 Dependent care benefits	11 Nonqualified plans	
15 State CT	Employer's state ID number 58849423-000	16 State wages, tips, etc. 151800.00	17 State income tax 8341.33	18 Local wages, tips, etc.	19 Local income tax	20 Locality name	

This information is being furnished to the Internal Revenue Service. If you are required to file a tax return, a negligence penalty or other sanction may be imposed on you if this income is taxable and you fail to report it.

Form W-2 Wage and Tax Statement 2025

c Employer's name, address, and ZIP code		d Control number		Void	Department of the Treasury - Internal Revenue Service OMB No. 1545-0029		
		b Employer identification number (EIN)		a Employee's social security number			
		13 Statutory employee		Retirement plan	Third-party sick pay	1 Wages, tips, other compensation	2 Federal income tax withheld
		12 See instructions for box 12		14 Other		3 Social security wages	4 Social security tax withheld
e Employee's name, address, and ZIP code					5 Medicare wages and tips	6 Medicare tax withheld	
					7 Social Security Tips	8 Allocated Tips	
					10 Dependent care benefits	11 Nonqualified plans	
15 State	Employer's state ID number	16 State wages, tips, etc.	17 State income tax	18 Local wages, tips, etc.	19 Local income tax	20 Locality name	

This information is being furnished to the Internal Revenue Service. If you are required to file a tax return, a negligence penalty or other sanction may be imposed on you if this income is taxable and you fail to report it.

Notice to Employee

Do you have to file? Refer to the Form 1040 instructions to determine if you are required to file a tax return. Even if you don't have to file a tax return, you may be eligible for a refund if box 2 shows an amount or if you are eligible for any credit.

Earned income credit (EITC). You may be able to take the EITC for 2025 if your adjusted gross income (AGI) is less than a certain amount. The amount of the credit is based on income and family size. Workers without children could qualify for a smaller credit. You and any qualifying children must have valid social security numbers (SSNs). You can't take the EITC if your investment income is more than the specified amount for 2025 or if income is earned for services provided while you were an inmate at a penal institution. For 2025 income limits and more information, visit www.irs.gov/EITC. See also Pub. 596. **Any EITC that is more than your tax liability is refunded to you, but only if you file a tax return.**

Employee's social security number (SSN). For your protection, this form may show only the last four digits of your SSN. However, your employer has reported your complete SSN to the IRS and the Social Security Administration (SSA).

Clergy and religious workers. If you aren't subject to social security and Medicare taxes, see Pub. 517.

Instructions for Employee

Box 1. Enter this amount on the wages line of your tax return.

Box 2. Enter this amount on the federal income tax withheld line of your tax return.

Box 5. You may be required to report this amount on Form 8959. See the Form 1040 instructions to determine if you are required to complete Form 8959.

Box 6. This amount includes the 1.45% Medicare Tax withheld on all Medicare wages and tips shown in box 5, as well as the 0.9% Additional Medicare Tax on any of those Medicare wages and tips above \$200,000.

Box 8. This amount is **not** included in box 1, 3, 5, or 7. For information on how to report tips on your tax return, see the Form 1040 instructions.

You must file Form 4137 with your income tax return to report at least the allocated tip amount unless you can prove with adequate records that you received a smaller amount. If you have records that show the actual amount of tips you received, report that amount even if it is more or less than the allocated tips. Use Form 4137 to figure the social security and Medicare tax owed on tips you didn't report to your employer. Enter this amount on the wages line of your tax return. By filing Form 4137, your social security tips will be credited to your social security record (used to figure your benefits).

Box 10. This amount includes the total dependent care benefits that your employer paid to you or incurred on your behalf (including amounts from a section 125 (cafeteria) plan). Any amount over your employer's plan limit is also included in box 1. See Form 2441.

Box 11. This amount is (a) reported in box 1 if it is a distribution made to you from a nonqualified deferred compensation or nongovernmental section 457(b) plan, or (b) included in box 3 and/or box 5 if it is a prior year deferral under a nonqualified or section 457(b) plan that became taxable for social security and Medicare taxes this year because there is no longer a substantial risk of forfeiture of your right to the deferred amount. This box shouldn't be used if you had a deferral and a distribution in the same calendar year. If you made a deferral and received a distribution in the same calendar year, and you are or will be age 62 by the end of the calendar year, your employer should file Form SSA-131, Employer Report of Special Wage Payments, with the Social Security Administration and give you a copy.

Box 12. The following list explains the codes shown in box 12. You may need this information to complete your tax return. Elective deferrals (codes D, E, F, and S) and designated Roth contributions (codes AA, BB, and EE) under all plans are generally limited to a total of \$23,500 (Generally \$16,500 for SIMPLE plans; \$26,500 for section 403(b) plans if you qualify for the 15-year rule explained in Pub. 571). Deferrals under code G are limited to \$23,500. Deferrals under code H are limited to \$7,000.

However, if you were at least age 50 in 2025, your employer may have allowed an additional elective deferral or designated Roth contribution (catch-up contribution) to your plan. For information about the limits on these catch-up contributions, including the higher limit if you were age 60 through 63 as of December 31, 2025, see Pub. 525. Contact your plan administrator for more information. Amounts in excess of the overall elective deferral limit must be included in income. See the Form 1040 instructions.

Note: If a year follows code D through H, S, Y, AA, BB, or EE, you made a make-up pension contribution for a prior year(s) when you were in military service. To figure whether you made excess deferrals, consider these amounts for the year shown, not the current year. If no year is shown, the contributions are for the current year.

A—Uncollected social security or RRTA tax on tips. Include this tax on Form 1040 or 1040-SR. See the Form 1040 instructions.

B—Uncollected Medicare tax on tips. Include this tax on Form 1040 or 1040-SR. See the Form 1040 instructions.

C—Taxable cost of group-term life insurance over \$50,000 (included in boxes 1, 3 (up to the social security wage base), and 5)

D—Elective deferrals to a section 401(k) cash or deferred arrangement. Also includes deferrals under a SIMPLE retirement account that is part of a section 401(k) arrangement.

E—Elective deferrals under a section 403(b) salary reduction agreement

F—Elective deferrals under a section 408(k)(6) salary reduction SEP (this includes elective deferrals made to a Roth SEP IRA)

G—Elective deferrals and employer contributions (including nonelective deferrals) to a section 457(b) deferred compensation plan

Corrections. If your name, SSN, or address is incorrect, correct Copies B, C, and 2 and ask your employer to correct your employment record. Be sure to ask the employer to file Form W-2c, Corrected Wage and Tax Statement, with the SSA to correct any name, SSN, or money amount error reported to the SSA on Form W-2. Be sure to get your copies of Form W-2c from your employer for all corrections made so you may file them with your tax return. If your name and SSN are correct but aren't the same as shown on your social security card, you should ask for a new card that displays your correct name at any SSA office or by calling 800-772-1213. You may also visit the SSA website at www.SSA.gov.

Cost of employer-sponsored health coverage (if such cost is provided by the employer). The reporting in box 12, using code DD, of the cost of employer-sponsored health coverage is for your information only. **The amount reported with code DD is not taxable.**

Credit for excess taxes. If you had more than one employer in 2025 and more than \$10,918.20 in social security and/or Tier 1 railroad retirement (RRTA) taxes were withheld, you may be able to claim a credit for the excess against your federal income tax. See the Form 1040 instructions. If you had more than one railroad employer and more than \$6,409.20 in Tier 2 RRTA tax was withheld, you may be able to claim a refund on Form 843. See the Instructions for Form 843.

H—Elective deferrals to a section 501(c)(18)(D) tax-exempt organization plan. See the Form 1040 instructions for how to deduct.

J—Nontaxable sick pay (information only, not included in box 1, 3, or 5)

K—20% excise tax on excess golden parachute payments. See the Form 1040 instructions.

L—Substantiated employee business expense reimbursements (nontaxable)

M—Uncollected social security or RRTA tax on taxable cost of group-term life insurance over \$50,000 (former employees only). See the Form 1040 instructions.

N—Uncollected Medicare tax on taxable cost of group-term life insurance over \$50,000 (former employees only). See the Form 1040 instructions.

P—Excludable moving expense reimbursements paid directly to a member of the U.S. Armed Forces (not included in box 1, 3, or 5)

Q—Nontaxable combat pay. See the Form 1040 instructions for details on reporting this amount.

R—Employer contributions to your Archer MSA. Report on Form 8853.

S—Employee salary reduction contributions under a section 408(p) SIMPLE plan (this includes salary reduction contributions made to a Roth SIMPLE IRA)

T—Adoption benefits (not included in box 1). Complete Form 8839 to figure any taxable and nontaxable amounts.

V—Income from exercise of nonstatutory stock option(s) (included in boxes 1, 3 (up to the social security wage base), and 5). See Pub. 525 for reporting requirements.

W—Employer contributions (including amounts the employee elected to contribute using a section 125 (cafeteria) plan) to your health savings account. Report on Form 8889.

Y—Deferrals under a section 409A nonqualified deferred compensation plan

Z—Income under a nonqualified deferred compensation plan that fails to satisfy section 409A. This amount is also included in box 1. It is subject to an additional 20% tax plus interest. See the Form 1040 instructions.

AA—Designated Roth contributions under a section 401(k) plan

BB—Designated Roth contributions under a section 403(b) plan

DD—Cost of employer-sponsored health coverage. **The amount reported with code DD is not taxable.**

EE—Designated Roth contributions under a governmental section 457(b) plan. This amount does not apply to contributions under a tax-exempt organization section 457(b) plan.

FF—Permitted benefits under a qualified small employer health reimbursement arrangement

GG—Income from qualified equity grants under section 83(i)

HH—Aggregate deferrals under section 83(i) elections as of the close of the calendar year

II—Medicare waiver payments excluded from gross income under Notice 2014-7.

Box 13. If the "Retirement plan" box is checked, special limits may apply to the amount of traditional IRA contributions you may deduct. See Pub. 590-A.

Box 14. Employers may use this box to report information such as state disability insurance taxes withheld, union dues, uniform payments, health insurance premiums deducted, nontaxable income, educational assistance payments, or a member of the clergy's parsonage allowance and utilities. Railroad employers use this box to report railroad retirement (RRTA) compensation, Tier 1 tax, Tier 2 tax, Medicare tax, and Additional Medicare Tax. Include tips reported by the employee to the employer in railroad retirement (RRTA) compensation.

Note: Keep **Copy C** of Form W-2 for at least 3 years after the due date for filing your income tax return. However, to help **protect your social security benefits**, keep Copy C until you begin receiving social security benefits, just in case there is a question about your work record and/or earnings in a particular year.

Form W-2 Wage and Tax Statement 2025

Copy C, for employee's records

c Employer's name, address, and ZIP code ASCII GROUP LLC 38345 W 10 MILE RD 365 FARMINGTON MI 48335		d Control number 0050-70220899 0000000073 - PAYROL		Void	Department of the Treasury - Internal Revenue Service OMB No. 1545-0029		
		b Employer identification number (EIN) 45-1658911	a Employee's social security number 803-02-5284		1 Wages, tips, other compensation 36000.00	2 Federal income tax withheld 3737.58	
		13 Statutory employee	Retirement plan		Third-party sick pay	3 Social security wages	4 Social security tax withheld
e Employee's name, address, and ZIP code ASHWITHA THUDI 1235 BEACON PARKWAY EAST APT J BIRMINGHAM AL 35209		12 See instructions for box 12		14 Other		5 Medicare wages and tips	6 Medicare tax withheld
						7 Social Security Tips	8 Allocated Tips
						10 Dependent care benefits	11 Nonqualified plans
15 State AL	Employer's state ID number R011167287	16 State wages, tips, etc. 36000.00	17 State income tax 1493.12	18 Local wages, tips, etc.	19 Local income tax	20 Locality name	

This information is being furnished to the Internal Revenue Service. If you are required to file a tax return, a negligence penalty or other sanction may be imposed on you if this income is taxable and you fail to report it.

Form W-2 Wage and Tax Statement 2025

Copy B, to be filed with employee's FEDERAL tax return

c Employer's name, address, and ZIP code ASCII GROUP LLC 38345 W 10 MILE RD 365 FARMINGTON MI 48335		d Control number 0050-70220899 0000000073 - PAYROL		Void	Department of the Treasury - Internal Revenue Service OMB No. 1545-0029		
		b Employer identification number (EIN) 45-1658911	a Employee's social security number 803-02-5284		1 Wages, tips, other compensation 36000.00	2 Federal income tax withheld 3737.58	
		13 Statutory employee	Retirement plan		Third-party sick pay	3 Social security wages	4 Social security tax withheld
e Employee's name, address, and ZIP code ASHWITHA THUDI 1235 BEACON PARKWAY EAST APT J BIRMINGHAM AL 35209		12 See instructions for box 12		14 Other		5 Medicare wages and tips	6 Medicare tax withheld
						7 Social Security Tips	8 Allocated Tips
						10 Dependent care benefits	11 Nonqualified plans
15 State AL	Employer's state ID number R011167287	16 State wages, tips, etc. 36000.00	17 State income tax 1493.12	18 Local wages, tips, etc.	19 Local income tax	20 Locality name	

This information is being furnished to the Internal Revenue Service. If you are required to file a tax return, a negligence penalty or other sanction may be imposed on you if this income is taxable and you fail to report it.

Form W-2 Wage and Tax Statement 2025

Copy 2, to be filed with employee's tax return for AL

c Employer's name, address, and ZIP code ASCII GROUP LLC 38345 W 10 MILE RD 365 FARMINGTON MI 48335		d Control number 0050-70220899 0000000073 - PAYROL		Void	Department of the Treasury - Internal Revenue Service OMB No. 1545-0029		
		b Employer identification number (EIN) 45-1658911	a Employee's social security number 803-02-5284		1 Wages, tips, other compensation 36000.00	2 Federal income tax withheld 3737.58	
		13 Statutory employee	Retirement plan		Third-party sick pay	3 Social security wages	4 Social security tax withheld
e Employee's name, address, and ZIP code ASHWITHA THUDI 1235 BEACON PARKWAY EAST APT J BIRMINGHAM AL 35209		12 See instructions for box 12		14 Other		5 Medicare wages and tips	6 Medicare tax withheld
						7 Social Security Tips	8 Allocated Tips
						10 Dependent care benefits	11 Nonqualified plans
15 State AL	Employer's state ID number R011167287	16 State wages, tips, etc. 36000.00	17 State income tax 1493.12	18 Local wages, tips, etc.	19 Local income tax	20 Locality name	

This information is being furnished to the Internal Revenue Service. If you are required to file a tax return, a negligence penalty or other sanction may be imposed on you if this income is taxable and you fail to report it.

Form W-2 Wage and Tax Statement 2025

c Employer's name, address, and ZIP code		d Control number		Void X	Department of the Treasury - Internal Revenue Service OMB No. 1545-0029		
		b Employer identification number (EIN)	a Employee's social security number		1 Wages, tips, other compensation	2 Federal income tax withheld	
		13 Statutory employee	Retirement plan		Third-party sick pay	3 Social security wages	4 Social security tax withheld
e Employee's name, address, and ZIP code		12 See instructions for box 12		14 Other		5 Medicare wages and tips	6 Medicare tax withheld
						7 Social Security Tips	8 Allocated Tips
						10 Dependent care benefits	11 Nonqualified plans
15 State	Employer's state ID number	16 State wages, tips, etc.	17 State income tax	18 Local wages, tips, etc.	19 Local income tax	20 Locality name	

This information is being furnished to the Internal Revenue Service. If you are required to file a tax return, a negligence penalty or other sanction may be imposed on you if this income is taxable and you fail to report it.

Notice to Employee

Do you have to file? Refer to the Form 1040 instructions to determine if you are required to file a tax return. Even if you don't have to file a tax return, you may be eligible for a refund if box 2 shows an amount or if you are eligible for any credit.

Earned income credit (EITC). You may be able to take the EITC for 2025 if your adjusted gross income (AGI) is less than a certain amount. The amount of the credit is based on income and family size. Workers without children could qualify for a smaller credit. You and any qualifying children must have valid social security numbers (SSNs). You can't take the EITC if your investment income is more than the specified amount for 2025 or if income is earned for services provided while you were an inmate at a penal institution. For 2025 income limits and more information, visit www.irs.gov/EITC. See also Pub. 596. **Any EITC that is more than your tax liability is refunded to you, but only if you file a tax return.**

Employee's social security number (SSN). For your protection, this form may show only the last four digits of your SSN. However, your employer has reported your complete SSN to the IRS and the Social Security Administration (SSA).

Clergy and religious workers. If you aren't subject to social security and Medicare taxes, see Pub. 517.

Instructions for Employee

- Box 1.** Enter this amount on the wages line of your tax return.
- Box 2.** Enter this amount on the federal income tax withheld line of your tax return.
- Box 5.** You may be required to report this amount on Form 8959. See the Form 1040 instructions to determine if you are required to complete Form 8959.
- Box 6.** This amount includes the 1.45% Medicare Tax withheld on all Medicare wages and tips shown in box 5, as well as the 0.9% Additional Medicare Tax on any of those Medicare wages and tips above \$200,000.
- Box 8.** This amount is **not** included in box 1, 3, 5, or 7. For information on how to report tips on your tax return, see the Form 1040 instructions.

You must file Form 4137 with your income tax return to report at least the allocated tip amount unless you can prove with adequate records that you received a smaller amount. If you have records that show the actual amount of tips you received, report that amount even if it is more or less than the allocated tips. Use Form 4137 to figure the social security and Medicare tax owed on tips you didn't report to your employer. Enter this amount on the wages line of your tax return. By filing Form 4137, your social security tips will be credited to your social security record (used to figure your benefits).

Box 10. This amount includes the total dependent care benefits that your employer paid to you or incurred on your behalf (including amounts from a section 125 (cafeteria) plan). Any amount over your employer's plan limit is also included in box 1. See Form 2441.

Box 11. This amount is (a) reported in box 1 if it is a distribution made to you from a nonqualified deferred compensation or nongovernmental section 457(b) plan, or (b) included in box 3 and/or box 5 if it is a prior year deferral under a nonqualified or section 457(b) plan that became taxable for social security and Medicare taxes this year because there is no longer a substantial risk of forfeiture of your right to the deferred amount. This box shouldn't be used if you had a deferral and a distribution in the same calendar year. If you made a deferral and received a distribution in the same calendar year, and you are or will be age 62 by the end of the calendar year, your employer should file Form SSA-131, Employer Report of Special Wage Payments, with the Social Security Administration and give you a copy.

Box 12. The following list explains the codes shown in box 12. You may need this information to complete your tax return. Elective deferrals (codes D, E, F, and S) and designated Roth contributions (codes AA, BB, and EE) under all plans are generally limited to a total of \$23,500 (Generally \$16,500 for SIMPLE plans; \$26,500 for section 403(b) plans if you qualify for the 15-year rule explained in Pub. 571). Deferrals under code G are limited to \$23,500. Deferrals under code H are limited to \$7,000.

However, if you were at least age 50 in 2025, your employer may have allowed an additional elective deferral or designated Roth contribution (catch-up contribution) to your plan. For information about the limits on these catch-up contributions, including the higher limit if you were age 60 through 63 as of December 31, 2025, see Pub. 525. Contact your plan administrator for more information. Amounts in excess of the overall elective deferral limit must be included in income. See the Form 1040 instructions.

Note: If a year follows code D through H, S, Y, AA, BB, or EE, you made a make-up pension contribution for a prior year(s) when you were in military service. To figure whether you made excess deferrals, consider these amounts for the year shown, not the current year. If no year is shown, the contributions are for the current year.

- A**—Uncollected social security or RRTA tax on tips. Include this tax on Form 1040 or 1040-SR. See the Form 1040 instructions.
- B**—Uncollected Medicare tax on tips. Include this tax on Form 1040 or 1040-SR. See the Form 1040 instructions.
- C**—Taxable cost of group-term life insurance over \$50,000 (included in boxes 1, 3 (up to the social security wage base), and 5)
- D**—Elective deferrals to a section 401(k) cash or deferred arrangement. Also includes deferrals under a SIMPLE retirement account that is part of a section 401(k) arrangement.
- E**—Elective deferrals under a section 403(b) salary reduction agreement
- F**—Elective deferrals under a section 408(k)(6) salary reduction SEP (this includes elective deferrals made to a Roth SEP IRA)
- G**—Elective deferrals and employer contributions (including nonelective deferrals) to a section 457(b) deferred compensation plan

Corrections. If your name, SSN, or address is incorrect, correct Copies B, C, and 2 and ask your employer to correct your employment record. Be sure to ask the employer to file Form W-2c, Corrected Wage and Tax Statement, with the SSA to correct any name, SSN, or money amount error reported to the SSA on Form W-2. Be sure to get your copies of Form W-2c from your employer for all corrections made so you may file them with your tax return. If your name and SSN are correct but aren't the same as shown on your social security card, you should ask for a new card that displays your correct name at any SSA office or by calling 800-772-1213. You may also visit the SSA website at www.SSA.gov.

Cost of employer-sponsored health coverage (if such cost is provided by the employer). The reporting in box 12, using code DD, of the cost of employer-sponsored health coverage is for your information only. **The amount reported with code DD is not taxable.**

Credit for excess taxes. If you had more than one employer in 2025 and more than \$10,918.20 in social security and/or Tier 1 railroad retirement (RRTA) taxes were withheld, you may be able to claim a credit for the excess against your federal income tax. See the Form 1040 instructions. If you had more than one railroad employer and more than \$6,409.20 in Tier 2 RRTA tax was withheld, you may be able to claim a refund on Form 843. See the Instructions for Form 843.

- H**—Elective deferrals to a section 501(c)(18)(D) tax-exempt organization plan. See the Form 1040 instructions for how to deduct.
- J**—Nontaxable sick pay (information only, not included in box 1, 3, or 5)
- K**—20% excise tax on excess golden parachute payments. See the Form 1040 instructions.
- L**—Substantiated employee business expense reimbursements (nontaxable)
- M**—Uncollected social security or RRTA tax on taxable cost of group-term life insurance over \$50,000 (former employees only). See the Form 1040 instructions.
- N**—Uncollected Medicare tax on taxable cost of group-term life insurance over \$50,000 (former employees only). See the Form 1040 instructions.
- P**—Excludable moving expense reimbursements paid directly to a member of the U.S. Armed Forces (not included in box 1, 3, or 5)
- Q**—Nontaxable combat pay. See the Form 1040 instructions for details on reporting this amount.
- R**—Employer contributions to your Archer MSA. Report on Form 8853.
- S**—Employee salary reduction contributions under a section 408(p) SIMPLE plan (this includes salary reduction contributions made to a Roth SIMPLE IRA)
- T**—Adoption benefits (not included in box 1). Complete Form 8839 to figure any taxable and nontaxable amounts.
- V**—Income from exercise of nonstatutory stock option(s) (included in boxes 1, 3 (up to the social security wage base), and 5). See Pub. 525 for reporting requirements.
- W**—Employer contributions (including amounts the employee elected to contribute using a section 125 (cafeteria) plan) to your health savings account. Report on Form 8889.
- Y**—Deferrals under a section 409A nonqualified deferred compensation plan
- Z**—Income under a nonqualified deferred compensation plan that fails to satisfy section 409A. This amount is also included in box 1. It is subject to an additional 20% tax plus interest. See the Form 1040 instructions.
- AA**—Designated Roth contributions under a section 401(k) plan
- BB**—Designated Roth contributions under a section 403(b) plan
- DD**—Cost of employer-sponsored health coverage. **The amount reported with code DD is not taxable.**
- EE**—Designated Roth contributions under a governmental section 457(b) plan. This amount does not apply to contributions under a tax-exempt organization section 457(b) plan.
- FF**—Permitted benefits under a qualified small employer health reimbursement arrangement
- GG**—Income from qualified equity grants under section 83(i)
- HH**—Aggregate deferrals under section 83(i) elections as of the close of the calendar year
- II**—Medicare waiver payments excluded from gross income under Notice 2014-7.

Box 13. If the "Retirement plan" box is checked, special limits may apply to the amount of traditional IRA contributions you may deduct. See Pub. 590-A.

Box 14. Employers may use this box to report information such as state disability insurance taxes withheld, union dues, uniform payments, health insurance premiums deducted, nontaxable income, educational assistance payments, or a member of the clergy's parsonage allowance and utilities. Railroad employers use this box to report railroad retirement (RRTA) compensation, Tier 1 tax, Tier 2 tax, Medicare tax, and Additional Medicare Tax. Include tips reported by the employee to the employer in railroad retirement (RRTA) compensation.

Note: Keep **Copy C** of Form W-2 for at least 3 years after the due date for filing your income tax return. However, to help **protect your social security benefits**, keep Copy C until you begin receiving social security benefits, just in case there is a question about your work record and/or earnings in a particular year.

TASK ORDER

This Task Order extension contains terms referenced in, and shall be incorporated in the Agreement executed on 04/22/2024 between **ASCII Group, LLC** and Savvientis Inc

Client(s) Name: Infosys_AMEX

Location: Phoenix AZ 85054

Consulting Rate: \$55

Contract Start Date: This Task order is an extension to 06/23/2025 (Tentative date)

Consultant(s) Name (Subcontractor's Employee): Sai Manoj Madapati

SSN: XXX-XX- 4312

Contract Duration: 6 Months with possible extensions

Invoice / Payment Terms: Upon receipt of Payments from Infosys. Invoices must be sent to infy_invoice@asciigroup.com. Only approved Beeline timesheet screen shots must be sent along with Invoice to qualify for payment. Invoice must be sent within 30 days after the completion of the previous calendar month.

Time Sheets: Please send us the Beeline timesheets screen shots (no other forms of time sheets are accepted) within 3 business days after the month end. If timesheets are being sent along with invoice, then please send to infy_invoice@asciigroup.com.

Note: Background check documents must be sent within 7 days proving the work status from the start date of the contract; else payments will not be made.

Additional Terms (if any): One-time BGC charges will be deducted from one invoice

If client approved time sheets are not available, under any circumstance the payment will not be made. If incase ASCII makes the payment to vendors and client disputes the timesheets or does not pay for those hours, then ASCII reserves the right to recover that amount as overpayment. Subcontractor and Subcontractor's employee agrees that the project may be extendable depending on client's requirement and shall oblige all the terms and conditions of the MSA and Task Order. This MSA and Task Order come into effect immediately. Subcontractor confirms that Subcontractor's employee agrees to join the above-mentioned client on the above- mentioned date. Failure to join Subcontractor agrees to pay an injunctive relief of Ten Thousand dollars within Thirty days for the losses suffered by ASCII.

This Task Order will be effective from the date signed and becomes integral part of the Agreement upon signature of an authorized representative of both parties. This Task Order supersedes any and all previous or contemporaneous agreements and understandings with respect to the subject matter of this Task Order (provided that the agreement remains in full force and effect). Subcontractor agrees to submit valid legal work status documents in USA upon request in 24 hours.

Subcontractor agrees to complete the project and produce the end result required by the Client. Subcontractor's rate is a confidential matter between Subcontractor and ASCII; Subcontractor shall not divulge its rate to any party, including the client. It is further agreed by the Consultant that any payment to the Consultant under the SOW is subject to the safe recovery, return and reconciliation of Asset.

ASCII Group, LLC

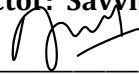
Signature: Apurva K

By: Apurva K

Designation: HR Executive

Date: 6/23/2025

Subcontractor: Savvientis Inc

Signature: 

By: Ranga Anne

Designation: President

Date 06/23/2025

Task Order

This Task Order contains terms referenced in and shall be incorporated in the Agreement executed on 07/20/2026 between ASCII Group, LLC and Orchid Technologies LLC. This Task Order supersedes all previous or contemporaneous agreements and understandings with respect to the subject matter of this Task Order (provided that the agreement remains in full force and effect).

Client(s) Name: TCS_Pacific Gas and Electricity
Location: Remote (Oakland, CA)
Consulting Rate: \$83.3/hr
Contract Start Date: 08/3/2026(Subject to BGC completion and BAID creation)
Subcontractor's Employee: Pradeep Aitha
Contract Duration: 6 Months with possible extensions
Invoice | Payment Terms: Monthly invoice | Payment within 5 business days from the receipt of payment

Invoice and Timesheet: Invoice and timesheets must be sent to invoice@asciigroup.com. Invoices must be sent along with approved Ultimatix screenshots and end client timesheets. There should not be any discrepancy in the hours between Ultimatix and end client timesheets to qualify for payment. Invoices must be sent within 3 days after the completion of the previous calendar month to invoice@asciigroup.com or fax to 248 694-5468.

Payment process: Please note that our standard payment method is by check. If you prefer to receive payments via ACH, kindly provide a voided check. Please be aware that there is a \$10 deduction for all ACH transactions.

Additional Terms (if any): BGC charges will be deducted from first invoice. In case ASCII makes the payment to vendors and client disputes the timesheets or does not pay for those hours or applies a credit note for paid hours, then ASCII reserves the right to recover that amount as overpayment.

Should there be an audit the Subcontractor shall provide any supporting documents to clear such an audit. Failure to comply will result in ASCII holding payments until Subcontractor remediates the situation.

Other terms: If the Contractor fails to complete the onboarding for any reason after initiating the BGC and/or Drug Test, then ASCII Group LLC will recover the cost, and Contractor shall pay those within 15 days of ASCII Group LLC's request.

****The final payment due to the Subcontractor shall be released within 10 business days after (i) return of all client-issued assets and (ii) verification and reconciliation of approved timesheets and invoices and as per the payment terms. ASCII will communicate any discrepancies with invoices within 7 business days of receipt of invoice.**

ASCII Group, LLC

Subcontractor: Orchid Technologies LLC

Signature: Vittala chary
By: Vittala chary
Designation: SR. HR/Immigration Specialist
Date: 07/20/2026

Signature: Blaumier
By: Maurica
Job Title: Director
Date: 07/20/2026



September 23, 2026

West Virginia Office of Technology
State of West Virginia
Department of Administration
Purchasing Division
2019 Washington Street East
Charleston, WV 25305

Re: CRFQ 0231 OOT2700000006 – Temporary Technical Staffing Services

Dear Mr. Welch:

ASCII Group, LLC is pleased to submit its proposal to the State of West Virginia for CRFQ 0231 OOT2700000006 – Temporary Technical Staffing Services on behalf of the West Virginia Office of Technology (WVOT).

ASCII Group is an established information technology staffing and professional services organization with extensive experience recruiting, employing, and supporting technical professionals across a broad range of IT disciplines. Our experience includes application development and support, business analysis, database technologies, cloud architecture and engineering, cybersecurity, enterprise applications, infrastructure, data technologies, and other specialized technology functions.

ASCII has demonstrated the operational and financial capacity to support substantial staffing programs. Over the years, we have managed hundreds of billable IT professionals annually, with our workforce during peak periods exceeding 700 billable resources. Our recruiting, onboarding, payroll, compliance, and account-management infrastructure enables us to support multiple concurrent technical staffing requirements across geographically dispersed client environments.

As part of this proposal, ASCII has provided representative placement evidence demonstrating our experience supplying qualified technical professionals in roles comparable to the classifications requested by WVOT. The supporting documentation includes client assignment records, statements of work, purchase orders, and payroll documentation for some of the resources evidencing actual placements and employment relationships.

ASCII understands that successful technology staffing requires more than identifying technically qualified candidates. Our approach emphasizes candidate validation, responsiveness, compliance, accurate documentation, timely onboarding, and continued support throughout each assignment. We

are prepared to leverage our established recruiting infrastructure and technical talent network to respond efficiently to WVOT staffing requests throughout the resulting contract.

ASCII has submitted fully loaded hourly rates for the classifications offered in accordance with the State's required Pricing Pages. We understand that the 2,080 hours identified for each classification are estimates for evaluation purposes only and do not constitute guaranteed usage.

We appreciate the opportunity to participate in this solicitation and look forward to the possibility of supporting the West Virginia Office of Technology. ASCII Group, LLC is committed to providing WVOT with responsive service, qualified technical resources, and the level of accountability expected of a State technology staffing partner.

Sincerely,

Hima Kolanagireddy

CEO

ASCII Group, LLC

Farmington Hills, Michigan

hima@asciigroup.com

www.asciigroup.com



CRFQ 0231 OOT2700000006
West Virginia Office of Technology (WVOT)
Submitted by ASCII Group LLC

Designated Contract Administrator / Contact Information

Contact Information	Details
Designated Contract Administrator / Primary Contract Contact	Madhu Reddy
Company	ASCII Group, LLC
Email	GovContracting@asciigroup.com
Phone	947-275-8763
Management / Escalation Contact	Hima Kolanagireddy, CEO
Email	Hima@asciigroup.com
Office Phone	248-476-7600 Ext. 105
Mobile Phone	248-497-7749
Company Address	38345 W. 10 Mile Rd., Suite 365, Farmington, MI 48335

Contract Administration Responsibilities

Madhu Reddy, BDM, will serve as ASCII Group, LLC's Designated Contract Administrator and Primary Contract Contact for the resulting contract. The Contract Administrator will coordinate day-to-day contractual and administrative communications with the West Virginia Office of Technology (WVOT), including staffing requests, submission coordination, contract documentation, reporting, invoicing coordination, compliance matters, and other administrative requirements.

Hima Kolanagireddy, CEO, will serve as the Management and Escalation Contact and will provide executive oversight of contract performance. Management will be available to address escalated operational, contractual, compliance, or service-delivery matters requiring executive attention.

The Contract Administrator will coordinate with ASCII Group's recruiting, onboarding, payroll, compliance, and account-management functions to support timely fulfillment of WVOT staffing requirements and ongoing administration of assigned personnel. ASCII's established infrastructure includes these workforce-management functions.

References

Name	Email	Phone#	Industry served
Josh Mooney	josh.mooney@wongdoody.com	949-735-4092	Retail Hi-tech Utilities
Prashanth Gandhi	prashant.gandhi@cognizant.com	510-565-5949	Manufacturing Automotive Retail
Steve Chakravarthy	stevechakravarty@virtusa.com	201-245-3823	Media & Entertainment Communications
Kourtney McIntire	kourtney.mcintire@blueacornici.com	724-599-8090	Public Sector Logistics CPG
Raveendran VK	raveendran.vk@tcs.com	609-727-2165	Government Financial & Banking



CRFQ 0231 OOT2700000006
West Virginia Office of Technology (WVOT)
Submitted by ASCII Group LLC

Designated Contract Administrator / Contact Information

Contact Information	Details
Designated Contract Administrator / Primary Contract Contact	Madhu Reddy
Company	ASCII Group, LLC
Email	GovContracting@asciigroup.com
Phone	947-275-8763
Management / Escalation Contact	Hima Kolanagireddy, CEO
Email	Hima@asciigroup.com
Office Phone	248-476-7600 Ext. 105
Mobile Phone	248-497-7749
Company Address	38345 W. 10 Mile Rd., Suite 365, Farmington, MI 48335

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PROPOSAL FOR TEMPORARY TECHNICAL STAFFING SERVICES

CRFQ 0231 OOT2700000006

West Virginia Office of Technology (WVOT)

Submitted by ASCII Group LLC

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Submission Information	Details
Solicitation	CRFQ 0231 OOT2700000006
Procurement Folder	2020855
Solicitation Title	Temporary Technical Staffing Services
Bid Due	September 23, 2026 - 1:30 PM ET
Primary Contract Contact	Madhu Reddy GovContracting@asciigroup.com 947-275-8763
Management Contact	Hima Kolanagireddy Hima@asciigroup.com 248-476-7600 Ext. 105 248-497-7749

1. Executive Summary

ASCII Group LLC respectfully submits this proposal to the West Virginia Office of Technology (WVOT) for Temporary Technical Staffing Services under CRFQ 0231 OOT2700000006. ASCII is a minority woman-owned staffing and consulting firm founded in 2011, with more than 15 years of experience delivering contract, contract-to-hire, direct-hire, payroll, and consulting resources to public institutions, regulated industries, and Fortune 1000 clients.

WVOT is seeking an open-end technical staffing vehicle that can supplement its internal resources with qualified professionals across thirteen specialized technology classifications. ASCII's delivery model is well suited to this requirement: rapid intake, targeted sourcing, structured qualification validation, transparent fully loaded hourly rates, disciplined account management, and ongoing responsibility for payroll, employment administration, insurance, screening, and assignment support.

- More than 6,000 positions filled since 2011 and a 2025 workforce of 512.
- Experience supporting public-sector, technology, transportation, healthcare, banking and financial-services environments.
- Dedicated recruiting pipelines for application development, databases, business analysis, cloud, security, infrastructure, networking, and specialized technical roles.
- Structured screening that validates minimum years of experience, required technologies, communication ability, availability, and compliance readiness before submission.
- Ability to support an open-end staffing model in which WVOT requests resources as needs arise and actual hours are not guaranteed.

2. Company Overview and Relevant Experience

Category	ASCII Group Information
Headquarters	Farmington, Michigan
Branch / Satellite Offices	California, Ohio, Georgia, Maryland
Founded	2011
Certifications	Minority Woman-Owned Business, WBE, MBE, WOSB, CPUC
Positions Filled Since 2011	More than 6,000
2025 Workforce	512
Industry Experience	Public sector, healthcare, banking and financial services, technology, transportation, federal, state and local government

ASCII has extensive experience operating in compliance-driven staffing environments where clients require speed, documentation, auditability, accurate timekeeping, reliable payroll administration, and replacement support. Relevant environments supported include the State of Michigan, State of Maryland, Port Authority of New York and New Jersey, State of Missouri, FDA, NIH, and other regulated commercial and public-sector organizations.

3. Understanding of WVOT's Scope and Contract Model

ASCII understands that WVOT intends to establish an open-end contract for technical staffing services. The thirteen classifications span enterprise applications, CRM, database administration, business analysis, learning systems, cloud financial operations, cloud architecture, cloud security, cloud platform engineering, cloud networking, cloud systems management, cloud center-of-excellence implementation, and mainframe systems programming.

The 2,080 hours shown for each pricing line are evaluation estimates only and do not represent guaranteed usage. ASCII therefore understands that successful performance depends on maintaining recruiting capacity and responding to actual WVOT staffing requests as they arise, rather than assuming a fixed volume of assignments.

ASCII also understands that proposed hourly rates must be fully loaded and include all vendor costs associated with the assigned resource, including wages, payroll taxes, unemployment compensation, workers' compensation, benefits where applicable, insurance, recruiting, screening, account management, overhead, and profit.

4. Vendor Qualifications and Staffing Capacity

ASCII exceeds the solicitation's minimum vendor-experience threshold. Founded in 2011, ASCII has more than 15 years of staffing and consulting experience, including technology staffing for public-sector and regulated clients.

ASCII also has demonstrated capacity well beyond the solicitation's minimum staffing threshold. Since 2011, ASCII has filled more than 6,000 positions. Our recruiting organization maintains candidate pipelines across the technical disciplines represented in this solicitation. Supporting client/placement documentation is being provided in the bid package as required by the solicitation.

Throughout its operating history, ASCII Group has consistently managed a substantial billable workforce, typically comprising several hundred IT professionals and, during peak periods, exceeding 700 billable resources. This scale demonstrates ASCII's established recruiting infrastructure and proven capacity to support large-volume and concurrent staffing requirements.

With this response, ASCII has submitted proof of placements with relevant skills to the RFQ as below:

Candidate / Placement Qualification Matrix by WVOT Classification

Representative Individual	WVOT Comparable Classification	Assignment Technical Area /	Client Industry /	Assignment Dates	Employment / Engagement Type
Ashwitha Thudi	Business Analyst	Business Analyst – IT Professional Services	CMT	09/2025–10/2026	W-2 Employee of ASCII Group, LLC
Pradeep Aitha	Business Analyst	Business Analyst / Solution Architect	CPG	08/2026–08/2027	Contractor through ASCII Group, LLC

Kanan Mammadli	Senior Web Application Analyst	Adobe AEM / Digital Marketing	Infosys / Retail	11/2022–10/2026	W-2 Employee of ASCII Group, LLC
Hemamalini Manian	Senior Web Application Analyst	Data Integration / Informatica	Infosys – Exelon Analytics SPP Support	08/2026–12/2026	Contractor through ASCII Group, LLC
Lord Ganesh Panneerselvam	Senior Web Application Analyst	Adobe Experience Platform (AEP) Developer	Verizon / Blue Acorn iCi	04/2022–07/2026	Contractor through ASCII Group, LLC
Sai Manoj Madapati	Senior Web Application Analyst	Big Data / Spark Technology Lead	Infosys / BFSI	05/2024–12/2026	W-2 Employee of ASCII Group, LLC
Sanjay Karnam Manohar	CRM Application Analyst	Oracle Cloud HCM Technical	TCS / Enterprise Applications	04/2025–10/2025	Contractor through ASCII Group, LLC
Kenny Asiamah	Cloud Platform Engineer	AWS / Linux	TCS / Government	03/2024–08/2024	Contractor through ASCII Group, LLC
Brant A. Jeffreys	Cloud Security Professional	Cyber Security IAM/PAM Senior Developer	TCS / BFSI	04/2025–04/2026	W-2 Employee of ASCII Group, LLC
Alex Kushnir	Cloud Architect	AWS / Azure / GCP	TCS / CPG & Retail	09/2025–07/2026	W-2 Employee of ASCII Group, LLC

Financial Capacity and Organizational Stability

ASCII Group, LLC has an established operating history and the financial capacity necessary to support large-scale IT staffing engagements. During fiscal years 2021 through 2025, ASCII generated approximately **\$291 million in cumulative revenue**, averaging approximately **\$58 million annually**. Most recently, ASCII reported approximately **\$55.1 million in FY2025 revenue**. This operating scale demonstrates ASCII's capacity to recruit, employ, payroll, and support technical professionals while meeting the administrative and operational requirements associated with large enterprise and public-sector staffing programs.

5. Candidate Sourcing, Screening, and Qualification Validation

5.1 Intake and Requirement Confirmation

Upon receipt of a WVOT staffing request, the assigned Account Manager and Delivery Lead will confirm the classification, required and preferred skills, minimum experience, work location, schedule, anticipated duration, target start date, interview process, rate constraints, screening requirements, and any agency-specific conditions.

5.2 Sourcing Channels

- Internal database and redeployment pool of previously screened technical resources.
- Public-sector and regulated-industry candidate networks.
- National job boards, professional communities, referral networks, and targeted sourcing campaigns.
- Specialized pipelines for application development, SQL/database administration, business analysis, cloud, cybersecurity, networking, systems administration, and infrastructure roles.
- Targeted sourcing for specialized or legacy technologies, including mainframe skillsets.

5.3 Screening and Validation

Every candidate submitted to WVOT will be screened against the specific classification requirements. Depending on the role, ASCII's validation may include:

- Recruiter screen covering experience, availability, work model, location, schedule, and compensation alignment.
- Technical or skills screening by a qualified internal or external subject-matter resource.
- Employment history review and verification of education or certifications where required.
- Validation of the required years of experience and technology-specific experience stated in the WVOT specification.
- Communication assessment for roles requiring interaction with project managers, business analysts, database administrators, application analysts, or other stakeholders.
- Work authorization/I-9/E-Verify compliance and applicable pre-placement screening.

6. Technical Classification Coverage

WVOT Classification	ASCII Recruiting / Screening Focus
Senior Web Application Analyst	Enterprise web development; ASP.NET/.NET, JavaScript/C#, SharePoint, databases, analysis/design and web services.
CRM Application Analyst	Microsoft Dynamics CRM; ASP.NET/.NET, JavaScript/C#, jQuery UI, SQL Server, data modeling and SharePoint/Teams exposure.
Senior SQL Server Database Administrator	SQL Server operations, maintenance, upgrades/migrations, SSIS/SSAS, T-SQL, backup/recovery.
Business Analyst	Requirements elicitation, JAD, SDLC, documentation, facilitation, analysis, reporting and stakeholder communication.
Learning Management System & eLearning Development Specialist	LMS administration/configuration, eLearning development, instructional design, reporting and learner support.
Cloud Financial Operations Specialist	Cloud cost management/FinOps, cost optimization, usage analysis, forecasting and reporting.
Cloud Architect	Cloud architecture, migration, automation/IaC and enterprise cloud design.
Cloud Security Professional	Cloud security, IAM, encryption, compliance frameworks, DevSecOps and CI/CD security.
Cloud Platform Engineer	Cloud infrastructure, containers/orchestration, CI/CD, scripting and IaC.
Cloud Network Engineer	Cloud networking, hybrid connectivity, load balancers, network security and cloud-native firewalls.
Cloud Systems Management Engineer	Cloud monitoring/logging, patching, backup/recovery, DNS and configuration management.
CCOE Implementation Specialist	Cloud governance, operating model, organizational change, training and enterprise cloud transformation.
Mainframe Systems Programmer	IBM z/OS systems programming, RACF, storage/security tooling, encryption, JES and mainframe operations.

7. Candidate Submittal and Delivery Process

For each staffing request, ASCII will provide candidate information in an evaluator-friendly format. Consistent with the solicitation, candidate packages will include a current resume and documentation sufficient to demonstrate that the proposed individual meets the applicable classification requirements. ASCII will also provide copies of required degrees or other qualification evidence when applicable.

Step	ASCII Action
1. Request Acknowledgment	Account Manager confirms receipt and identifies any immediate clarification needed.
2. Intake Validation	Confirm classification, technical requirements, schedule, location, rate, screening and submittal requirements.
3. Pipeline Launch	Search internal database, redeployment pool, referrals, professional networks and external sourcing channels.
4. Screen and Validate	Complete recruiter screen, technical validation, experience check, rate/availability confirmation and compliance review.
5. Candidate Submission	Submit qualified candidates with resume and supporting qualification information.
6. Interview / Selection Support	Coordinate interviews, additional assessments, documentation, start date and onboarding.
7. Assignment Support	Manage payroll, timekeeping, employee communication, performance feedback, compliance and issue resolution.

8. Account Management, Performance, and Replacement

ASCII will assign dedicated account leadership responsible for staffing-request intake, candidate delivery, compliance coordination, performance monitoring, issue resolution, reporting, invoicing coordination, and relationship management. ASCII will maintain open requisition tracking, active placement tracking, candidate pipeline status, and replacement plans.

ASCII recognizes that consistent failure to provide requested staffing, failure to provide candidates meeting minimum qualifications, or unresponsiveness may be grounds for cancellation of an order or contract. Accordingly, escalation support will be available for urgent staffing needs, difficult-to-fill roles, performance concerns, or candidate replacement.

8.1 Performance Management

- Confirm successful start, access, assignment expectations, and immediate issues.
- Maintain regular contact with placed resources and agency stakeholders.
- Document and address performance, attendance, communication, conduct, or compliance concerns promptly.
- Provide coaching or retraining where appropriate and activate replacement sourcing when a resource no longer meets the assignment need.
- Support knowledge transfer and orderly offboarding at assignment completion.

8.2 Performance Management

- If a resource does not meet WVOT's needs, resigns, is terminated, fails to clear required onboarding, or becomes unavailable,
- ASCII will immediately activate a replacement search. ASCII agrees to provide a different person within 48 hours or another timeframe agreed upon in writing by ASCII and the County.
- For specialized roles where qualified replacement availability is constrained, ASCII will provide transparent updates, candidate pipeline status, and interim mitigation options.

9. Compliance, Insurance, Security, and Contract Readiness

ASCII will comply with applicable federal, state, and local requirements and with WVOT contract and agency requirements communicated for each assignment. ASCII is responsible for its personnel and for employment-related administration, including payroll, taxes, workers' compensation, insurance, screening, and ongoing compliance.

- Commercial General Liability coverage meeting the solicitation's \$1,000,000 per-occurrence requirement; proof to be furnished as required prior to award.
- Workers' Compensation coverage maintained as required by law.
- Candidate background and qualification validation appropriate to the assignment.
- Confidentiality, systems-access, badge/equipment, and offboarding controls where applicable.
- Subcontractor compliance with applicable contract obligations when subcontracted resources are used.
- Compliance with the solicitation's non-conflict, anti-collusion, licensing, privacy, and other General Terms and Conditions.

10. Pricing and Cost Structure

ASCII will submit hourly rates on the State's required Pricing Pages. Rates will be fully loaded and will include all costs required by the solicitation. The State's 2,080-hour quantities will be used for evaluation purposes only; actual usage may be higher or lower and is not guaranteed.

No alternate pricing methodology is proposed in this narrative. The completed State pricing form will control for the classifications and hourly rates offered by ASCII. The following fully loaded hourly rates apply to the classifications offered by ASCII. The extended amounts use the State's estimated quantity of 2,080 hours per classification for evaluation purposes.

Item	WVOT Classification	Hourly Rate	2,080-Hour Total
1	Senior Web Application Analyst	\$89.00	\$185,120.00
2	CRM Application Analyst	\$89.00	\$185,120.00
3	Senior SQL Server Database Administrator	\$89.00	\$185,120.00
4	Business Analyst	\$75.00	\$156,000.00
5	Learning Management System and eLearning Development Specialist	\$80.00	\$166,400.00
6	Cloud Financial Operations Specialist	\$90.00	\$187,200.00
7	Cloud Architect	\$95.00	\$197,600.00
8	Cloud Security Professional	\$97.00	\$201,760.00
9	Cloud Platform Engineer	\$89.00	\$185,120.00
10	Cloud Network Engineer	\$85.00	\$176,800.00
11	Cloud Systems Management Engineer	\$89.00	\$185,120.00
12	CCOE Implementation Specialist	\$89.00	\$185,120.00

Item	WVOT Classification	Hourly Rate	2,080-Hour Total
13	Mainframe Systems Programmer	\$85.00	\$176,800.00
Combined Evaluation Total		\$1,141.00	\$2,373,280.00

Pricing note: Rates are fully loaded and include wages, payroll taxes, unemployment compensation, workers' compensation, applicable benefits, insurance, recruiting, screening, account management, overhead, and profit. Actual hours are not guaranteed.

11. Submission / Attachment Checklist

Item
Signed CRFQ Vendor / Signature Page
Completed WVOT Pricing Pages
Vendor Qualification Documentation
Staffing Capacity / Prior Placement Evidence
Designated Contract Administrator
Certification and Signature
West Virginia Vendor Registration
Addendum Acknowledgment(s)
Insurance Evidence
Exceptions / Clarifications
Interested Party Supplemental Disclosure

12. Closing Statement

ASCII appreciates the opportunity to support the West Virginia Office of Technology's temporary technical staffing needs. Our proposal is built around WVOT's stated requirements: qualified technical resources, documented experience, responsive staffing support, fully loaded hourly pricing, and reliable contract administration.

With more than 15 years of staffing experience, more than 6,000 positions filled since 2011, established public-sector and regulated-industry experience, and recruiting capability across the technical disciplines identified in this solicitation, ASCII is prepared to serve as a responsive and accountable WVOT staffing partner.



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:
Doc Description: Temporary Technical Staffing Services			
Proc Type: Statewide MA (Open End)			
Date Issued	Solicitation Closes	Solicitation No	Version
2026-08-27	2026-09-15 13:30	CRFQ 0231 OOT2700000006	1

BID RECEIVING LOCATION

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

VENDOR

Vendor Customer Code:VS0000048050

Vendor Name : Ascii Group, LLC

Address : 38345 W 10 Mile Rd, Suite 365

Street : 10 Mile Rd

City : Farmington

State : Michigan

Country : USA

Zip : 48335

Principal Contact : Hima Kolanagireddy

Vendor Contact Phone: 248-476-7600

Extension: 105

FOR INFORMATION CONTACT THE BUYER

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

Vendor Signature X *Hima Kolanagireddy* **FEIN#** 45-1658911 **DATE** 09/23/2026

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

Proc Folder: 2020855

Doc Description: Addendum No 1 -Temporary Technical Staffing Services

Reason for Modification:

Addendum No 1 is issued to
modify the bid opening date

Proc Type: Statewide MA (Open End)

Date Issued	Solicitation Closes	Solicitation No	Version
2026-09-14	2026-09-23 13:30	CRFQ 0231 OOT27000000006	2

BID RECEIVING LOCATION

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

VENDOR

Vendor Customer Code:VS0000048050

Vendor Name : Ascii Group, LLC

Address : 38345 W 10 Mile Rd, Suite 365

Street : 10 Mile Rd

City : Farmington

State : Michigan

Country : USA

Zip : 48335

Principal Contact : Hima Kolanagireddy

Vendor Contact Phone: 248-476-7600

Extension: 105

FOR INFORMATION CONTACT THE BUYER

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

Vendor
Signature X *Hima Kolanagireddy* **FEIN#** 45-1658911 **DATE** 09/23/2026

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

ADDITIONAL INFORMATION

Addendum No 1 is issued for the following reasons:

1) To modify the bid opening date from 9/15/26 to 9/23/26.

--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		

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

81110000

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		

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

81110000

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	HOURL		

Comm Code	Manufacturer	Specification	Model #
81110000			

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	HOURL		

Comm Code	Manufacturer	Specification	Model #
81110000			

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

Comm Code	Manufacturer	Specification	Model #
81110000			

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.

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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
6	Cloud Financial Operations Specialist	2080.00000	HOURL		

Comm Code	Manufacturer	Specification	Model #
81110000			

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.

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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		

Comm Code	Manufacturer	Specification	Model #
81110000			

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.

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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		

Comm Code	Manufacturer	Specification	Model #
81110000			

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.

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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	HOURL		

Comm Code	Manufacturer	Specification	Model #
81110000			

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.

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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
10	Cloud Network Engineer	2080.00000	HOURL		

Comm Code	Manufacturer	Specification	Model #
81110000			

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.

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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	HOURL		

Comm Code	Manufacturer	Specification	Model #
81110000			

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.

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

Comm Code	Manufacturer	Specification	Model #
81110000			

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		

Comm Code	Manufacturer	Specification	Model #
81110000			

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 1 -Temporary Technical Staffing Services	

ADDITIONAL TERMS AND CONDITIONS

See attached document(s) for additional Terms and Conditions

PROPOSAL FOR TEMPORARY TECHNICAL STAFFING SERVICES

CRFQ 0231 OOT2700000006

West Virginia Office of Technology (WVOT)

Submitted by ASCII Group LLC

Pricing and Cost Structure

The rates provided are fully loaded hourly rates for the classifications offered in accordance with the State's required Pricing Pages. The rates include all costs required under the solicitation.

Extended amounts are calculated using the State's estimated quantity of **2,080 hours per classification solely for evaluation purposes**. These quantities do not represent guaranteed usage, and actual hours may be higher or lower.

The completed State Pricing Pages constitute ASCII's pricing submission and govern the classifications, hourly rates, and corresponding extended amounts offered. **No alternate pricing methodology is proposed.**

Item	WVOT Classification	Hourly Rate	2,080-Hour Total
1	Senior Web Application Analyst	\$89	\$185,120
2	CRM Application Analyst	\$89	\$185,120
3	Senior SQL Server DBA	\$89	\$185,120
4	Business Analyst	\$75	\$156,000
5	LMS/eLearning Specialist	\$80	\$166,400
6	Cloud Financial Operations Specialist	\$90	\$187,200
7	Cloud Architect	\$95	\$197,600
8	Cloud Security Professional	\$97	\$201,760
9	Cloud Platform Engineer	\$89	\$185,120
10	Cloud Network Engineer	\$85	\$176,800
11	Cloud Systems Management Engineer	\$89	\$185,120
12	CCOE Implementation Specialist	\$89	\$185,120
13	Mainframe Systems Programmer	\$85	\$176,800
	Combined	\$1,141	\$2,373,280