



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

Header 2

[List View](#)

General Information

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

Procurement Folder: 2020855

Procurement Type: Statewide MA (Open End)

Vendor ID: VS0000020383

Legal Name: V-SOFT CONSULTING GROUP INC

Alias/DBA:

Total Bid: \$2,326,480.00

Response Date: 09/22/2026

Response Time: 13:43

Responded By User ID: V-Soft19

First Name: Tammy

Last Name: Simonetti

Email: proposals@vsoftconsulting

Phone: 1-844-425-8425

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: 2

Total of All Attachments: 2



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 ESR09182600000002505	1

VENDOR
VS0000020383
V-SOFT CONSULTING GROUP INC

Solicitation Number: CRFQ 0231 OOT2700000006
Total Bid: 2326480
Response Date: 2026-09-22
Response Time: 13:43:49
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	78.500000	163280.00

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	80.000000	166400.00

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	80.000000	166400.00

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	62.000000	128960.00

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	62.000000	128960.00

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	84.000000	174720.00

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	101.000000	210080.00

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	88.000000	183040.00

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	92.000000	191360.00

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	84.000000	174720.00

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	103.000000	214240.00

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	107.000000	222560.00

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.



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 2 -Temporary Technical Staffing Services

Reason for Modification:

Addendum No 2 is issued to publish vendor questions with the agency's responses.

Proc Type: Statewide MA (Open End)

Date Issued	Solicitation Closes	Solicitation No	Version
2026-09-16	2026-09-23 13:30	CRFQ 0231 OOT27000000006	3

BID RECEIVING LOCATION

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

VENDOR

Vendor Customer Code: VS0000020383

Vendor Name : V-Soft Consulting Group Inc.

Address : 2550

Street : Eastpoint Parkway, Suite 300

City : Louisville

State : KY

Country : USA

Zip : 40223

Principal Contact : Neal Miller, Proposal Manager

Vendor Contact Phone: 502-425-8425

Extension:

FOR INFORMATION CONTACT THE BUYER

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

V-Soft Consulting Group Inc.
Jai Bokey, Vice President of Operations

**Vendor
Signature X**

Jai Bokey

FEIN# 76-0532643

DATE 09/18/2026

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

ADDITIONAL INFORMATION
Addendum No 2 is issued for the following reasons: 1) To publish a copy of Vendor questions with the Agency's responses. --no other changes--

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Senior Web Application Analyst	2080.00000	HOURL	\$78.50	\$163,280.00

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
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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
2	CRM Application Analyst	2080.00000	HOURL	\$80.00	\$166,400.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Extended Description:
CRM Application Analyst

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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	\$80.00	\$166,400.00

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	\$62.00	\$128,960.00

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	\$62.00	\$128,960.00

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	\$84.00	\$174,720.00

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.

INVOICE TO**SHIP TO**

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

WV

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

WV

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
7	Cloud Architect	2080.00000	HOURL	\$101.00	\$210,080.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Extended Description:

Cloud Architect

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WV

WV OFFICE OF
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1900 KANAWHA BLVD E
CHARLESTON
US

WV

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
8	Cloud Security Professional	2080.00000	HOURL	\$97.00	\$201,760.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Extended Description:

Cloud Security Professional

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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
9	Cloud Platform Engineer	2080.00000	HOURL	\$88.00	\$183,040.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Extended Description:

Cloud Platform Engineer

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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
10	Cloud Network Engineer	2080.00000	HOURL	\$92.00	\$191,360.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Extended Description:

Cloud Network Engineer

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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
11	Cloud Systems Management Engineer	2080.00000	HOURL	\$84.00	\$174,720.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Extended Description:

Cloud Systems Management Engineer

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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	\$103.00	\$214,240.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Extended Description:

Cloud Center of Excellence (CCOE) Implementation Specialist

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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	\$107.00	\$222,560.00

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

Line	Event	Event Date
1	Questions are due by 3:00 p.m.	2026-09-04

DocuSign Envelope ID: 8BE7738C-6875-8785-8391-9373B9098833		Document Phase	Document Description	Page 9
OOT2700000006	Final	Addendum No 2 -Temporary Technical Staffing Services		

ADDITIONAL TERMS AND CONDITIONS

See attached document(s) for additional Terms and Conditions

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CRFQ OOT27*006

Instructions: Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

Acknowledgment: I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

Addendum Numbers Received:

(Check the box next to each addendum received)

☒ Addendum No. 1	☐ Addendum No. 6
☒ Addendum No. 2	☐ Addendum No. 7
☐ Addendum No. 3	☐ Addendum No. 8
☐ Addendum No. 4	☐ Addendum No. 9
☐ Addendum No. 5	☐ Addendum No. 10

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

Jai Bokey, VP of Operations for V-Soft Consulting Group Inc.

Company

Jai Bokey

Authorized Signature

09/18/2026

Date

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

Revised 6/8/2012

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

(Printed Name and Title) Dominic Ross, Global Recruiting Director

(Address) 2550 Eastpoint Parkway, Suite 300, Louisville, KY 40223

(Phone Number) / (Fax Number) 502-650-9900 (office)

(email address) DRoss@vsoftconsulting.com

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

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

V-Soft Consulting Group Inc.

(Company) Jai Bokey

(Signature of Authorized Representative)

Jai Bokey, Vice President of Operations

09/18/2026

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

502-425-8425

(Phone Number) (Fax Number)

Proposals@vsoftconsulting.com

(Email Address)

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

CONSTRUCTION CONTRACTS: Under W. Va. Code § 5-22-1(i), the contracting public entity shall not award a construction contract to any bidder that is known to be in default on any monetary obligation owed to the state or a political subdivision of the state, including, but not limited to, obligations related to payroll taxes, property taxes, sales and use taxes, fire service fees, or other fines or fees.

ALL CONTRACTS: Under W. Va. Code §5A-3-10a, no contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and: (1) the debt owed is an amount greater than one thousand dollars in the aggregate; or (2) the debtor is in employer default.

EXCEPTION: The prohibition listed above does not apply where a vendor has contested any tax administered pursuant to chapter eleven of the W. Va. Code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

DEFINITIONS:

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Employer default" means having an outstanding balance or liability to the old fund or to the uninsured employers' fund or being in policy default, as defined in W. Va. Code § 23-2c-2, failure to maintain mandatory workers' compensation coverage, or failure to fully meet its obligations as a workers' compensation self-insured employer. An employer is not in employer default if it has entered into a repayment agreement with the Insurance Commissioner and remains in compliance with the obligations under the repayment agreement.

"Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceeds five percent of the total contract amount.

AFFIRMATION: By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (W. Va. Code §61-5-3) that: (1) for construction contracts, the vendor is not in default on any monetary obligation owed to the state or a political subdivision of the state, and (2) for all other contracts, that neither vendor nor any related party owe a debt as defined above and that neither vendor nor any related party are in employer default as defined above, unless the debt or employer default is permitted under the exception above.

WITNESS THE FOLLOWING SIGNATURE:

Vendor's Name: V-Soft Consulting Group Inc.

Authorized Signature: Jai Bokey Date: 09/18/2026

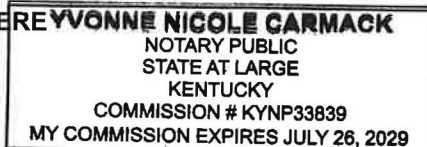
State of Kentucky

County of Jefferson, to-wit:

Taken, subscribed, and sworn to before me this 18 day of September, 2026.

My Commission expires July 26, 2029.

AFFIX SEAL HERE **YVONNE NICOLE CARMACK**



NOTARY PUBLIC

Yvonne Nicole Carmack

Purchasing Affidavit (Revised 01/19/2018)

West Virginia Ethics Commission



Disclosure of Interested Parties to Contracts

Pursuant to *W. Va. Code* § 6D-1-2, a state agency may not allow a vendor to perform work on a contract, or a series of related contracts, that has/have an actual or estimated value of \$1 million or more until the business entity submits to the state agency a Disclosure of Interested Parties to the applicable contract. In addition, the business entity awarded a contract is obligated to submit a supplemental Disclosure of Interested Parties reflecting any new or differing interested parties to the contract within 30 days following the completion or termination of the applicable contract.

For purposes of complying with these requirements, the following definitions apply:

"Business entity" means any entity recognized by law through which business is conducted, including a sole proprietorship, partnership or corporation, but does not include publicly traded companies listed on a national or international stock exchange.

"Interested party" or "Interested parties" means:

- (1) A business entity performing work or service pursuant to, or in furtherance of, the applicable contract, including specifically sub-contractors;
- (2) the person(s) who have an ownership interest equal to or greater than 25% in the business entity performing work or service pursuant to, or in furtherance of, the applicable contract. (This subdivision does not apply to a publicly traded company); and
- (3) the person or business entity, if any, that served as a compensated broker or intermediary to actively facilitate the applicable contract or negotiated the terms of the applicable contract with the state agency. (This subdivision does not apply to persons or business entities performing legal services related to the negotiation or drafting of the applicable contract.)

"State agency" means a board, commission, office, department or other agency in the executive, judicial or legislative branch of state government, including publicly funded institutions of higher education: Provided, that for purposes of *W. Va. Code* § 6D-1-2, the West Virginia Investment Management Board shall not be deemed a state agency nor subject to the requirements of that provision.

The contracting business entity must complete this form and submit it to the state agency prior to beginning work under a contract and to complete another form within 30 days of contract completion or termination.

This form was created by the State of West Virginia Ethics Commission, 210 Brooks Street, Suite 300, Charleston, WV 25301-1804. Telephone: (304)558-0664; fax: (304)558-2169; e-mail: ethics@wv.gov; website: www.ethics.wv.gov.

West Virginia Ethics Commission
Disclosure of Interested Parties to Contracts

(Required by W. Va. Code § 6D-1-2)

Name of Contracting Business Entity: V-Soft Consulting Group Inc. Address: 2550 Eastpoint Parkway, Suite 300
Louisville, KY 40223

Name of Authorized Agent: Jai Bokey, VP of Operations Address: 2550 Eastpoint Parkway, Suite 300, Louisville, KY 40223

Contract Number: CRFQ_0231_OOT2700000006_3 Contract Description: Temp Technical Staffing Svcs

Governmental agency awarding contract: WV Office of Technology

☐ Check here if this is a Supplemental Disclosure

List the Names of Interested Parties to the contract which are known or reasonably anticipated by the contracting business entity for each category below (attach additional pages if necessary):

1. Subcontractors or other entities performing work or service under the Contract

☒ Check here if none, otherwise list entity/individual names below.

2. Any person or entity who owns 25% or more of contracting entity (not applicable to publicly traded entities)

☒ Check here if none, otherwise list entity/individual names below.

3. Any person or entity that facilitated, or negotiated the terms of, the applicable contract (excluding legal services related to the negotiation or drafting of the applicable contract)

☒ Check here if none, otherwise list entity/individual names below.

Signature: Jai Bokey Date Signed: 09/18/2026

Notary Verification

State of Kentucky, County of Jefferson:

I, Yvonne Carmack, the authorized agent of the contracting business entity listed above, being duly sworn, acknowledge that the Disclosure herein is being made under oath and under the penalty of perjury.

Taken, sworn to and subscribed before me this 18 day of September, 2026.

Yvonne Nicole Carmack

Notary Public's Signature

To be completed by State Agency:

Date Received by State Agency: _____
Date submitted to Ethics Commission: _____
Governmental agency submitting Disclosure: _____

YVONNE NICOLE CARMACK
NOTARY PUBLIC
STATE AT LARGE
KENTUCKY
COMMISSION # KYNP33839
MY COMMISSION EXPIRES JULY 26, 2029

Revised April 1, 2022



Temporary Technical Staffing Services (CRFQ 0231 OOT27000000006)

Prepared for:

WV Dept of Administration
Purchasing Division
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September 22, 2026



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Executive Summary

V-Soft Consulting Group, Inc. (V-Soft) is a certified Women- and Minority-Owned Business Enterprise with more than 28 years of experience providing information technology staffing and consulting services to public- and private-sector clients. Headquartered in Louisville, Kentucky, V-Soft supports clients through a workforce of more than 700 professionals, with dedicated leadership overseeing staffing operations, recruiting, delivery, and client engagement.

For the West Virginia Office of Technology (WVOT), V-Soft's approach centers on providing qualified technical professionals for agency-directed assignments, with services performed within the continental United States in accordance with the solicitation.

IT staff augmentation is a core part of V-Soft's business. The company supports state and local government clients, including through Texas Department of Information Resources engagements providing qualified IT professionals to government agencies. V-Soft's recruiting organization uses an applicant tracking system containing more than two million résumés, supported by domain-specific recruiters who source candidates through professional networks, referrals, online platforms, and targeted recruiting channels. For WVOT staffing requests, recruiting and technical screening will address the specific classification offered, including required technologies, education, experience, and assignment-specific onsite, hybrid, or remote arrangements. Candidate submissions will include résumés and supporting qualification documentation demonstrating the applicable requirements.

V-Soft maintains its V-Soft Touch Program to monitor fill ratios, time-to-submit, consultant retention, and consultant satisfaction. These measures support recruiting responsiveness, assignment continuity, and service accountability. Staffing operations and account management will coordinate candidate submissions, required screening and onboarding, consultant support, and replacement needs with WVOT and ordering agencies. This approach supports the solicitation's open-end staffing model while allowing individual assignments to be managed according to each agency's technical needs and delivery requirements.



Relevant Experience

V-Soft Consulting Group, Inc. has more than 28 years of experience providing information technology staffing services to public- and private-sector clients, including government and regulated organizations that require qualified personnel, documented compliance, secure delivery, and accountable contract administration. Our public-sector experience includes IT staffing through Texas Department of Information Resources Contract DIR-CPO-5757, as well as government technology programs involving controlled system access, data protection, and continuity of service. For the West Virginia Office of Technology (WVOT), V-Soft will apply this experience through a structured delivery model encompassing staffing-request intake, targeted sourcing, technical screening, background-check coordination, onboarding, timekeeping support, reporting, and responsive account management.

V-Soft regularly recruits professionals across application development, business analysis, database administration, cloud computing, cybersecurity, infrastructure, and enterprise platforms. Our recruiting organization uses Bullhorn and an applicant-tracking database containing more than two million résumés, supported by domain-specific recruiters who source candidates through professional networks, job boards, referrals, prior consultant relationships, and targeted outreach. For each WVOT staffing request, V-Soft will coordinate with the ordering agency to confirm the required classification, technical qualifications, work location, schedule, screening requirements, and anticipated start date. Candidate evaluation will address the solicitation's specific education, technology, and experience requirements rather than relying solely on job titles. Candidate submissions will include current résumés and supporting qualification documentation, with availability confirmed for the applicable onsite, hybrid, or remote arrangement.

V-Soft has demonstrated the ability to scale for time-sensitive staffing initiatives, including supplying 137 consultants within one month for a phased deployment while ranking first among participating suppliers. Staffing performance is managed through the V-Soft Touch Program, which tracks fill ratios, time-to-submit, retention, consultant satisfaction, and assignment completion. Historical internal results include a 90% fill rate, an average seven-day time-to-fill for high-priority requisitions, 92% of placements rated as exceeding expectations, and a 91.3% contractor assignment completion rate. These measures support recruiting responsiveness, assignment continuity, and early identification of performance or retention concerns.

V-Soft's compliance program is coordinated across Compliance & Risk, Human Resources, Legal, IT Security, Delivery, and Accounting. Formal controls address equal employment opportunity, wage and hour compliance, work authorization, background screening, data protection, incident response, supplier conduct, and applicable subcontractor obligations. Before an individual begins an assignment, V-Soft will verify classification qualifications, work authorization, required screening, agency training, confidentiality commitments, and access prerequisites. Personnel will comply with applicable State security requirements and assignment-specific obligations, including NIST 800-53, HIPAA, or CJIS requirements when applicable. Applicant, consultant, and assignment records are protected through least-privilege access, multifactor authentication, documented retention practices, and incident response procedures supported by an ISO/IEC 27001-aligned information security approach and SOC-based controls.

Throughout each assignment, V-Soft will maintain documentation supporting personnel qualifications, screening completion, approved time records, invoicing, and required reporting. Account management will coordinate consultant support, performance concerns, corrective actions, replacement needs, and access changes with the ordering agency. Any subcontracting will be disclosed and performed only with the required State approvals, with applicable obligations flowed down and V-Soft retaining responsibility for performance. This combination of recruiting scale, technical screening, compliance controls, and performance management will support reliable and verifiable staffing delivery under WVOT's statewide open-end contract.

Similar Engagements with Major Clients

V-Soft has provided IT staffing services to the University of North Carolina (UNC) since 2013. This support has included subject matter experts who assisted with upgrades to UNC's PeopleSoft Human Capital Management, Financials, Portal, and Campus Solutions modules. Resources have included PeopleSoft reporting analysts, PeopleSoft HCM analysts, SAS enterprise administrators, technical report analysts, and training and documentation consultants.



V-Soft provided IT staffing services to Dickinson College from 2005 through 2013. The resources supplied included application developers, application support specialists, application database administrators, application support analysts supporting the Registrar's Office, business systems analysts, data entry analysts, database administrators, LAN administrators, PL/SQL developers, and report writer/business analysts.



V-Soft has provided IT staffing services to the State of Wisconsin since 2016. Resources have supported a range of technical, project management, and healthcare-related functions, including desktop support specialists, certified healthcare project managers, business analysts and consultants, healthcare business analysts, help desk technicians, Salesforce CRM developers, project managers, Java developers, and technical writers.



V-Soft has provided IT staffing services to the State of Arizona since 2020. To date, we have successfully recruited and placed more than 20 professionals across a broad range of roles, including Analysis/Development 1 consultants, network and firewall administrators, senior technical writers, application developers with GIS expertise, and business intelligence project managers.



V-Soft provides IT staff augmentation services for Comcast on a short- and long-term temporary and contract-to-hire basis across the United States. Placed resources directly align with the technical classifications specified in this solicitation, including Application Developers, Systems Analysts, Business Intelligence and Analytics Professionals, Database Administrators, ERP Administrators, Cybersecurity and Network Security Engineers, Desktop Support Technicians, Mobile and End-User Support Analysts, Network Engineers, Project Managers, and Helpdesk and Service Desk Support Specialists.



We have served the University of South Carolina successfully since 2022. We have supported 30+ modules on USC's Oracle PeopleSoft Financials and HCM Modules Implementation and Upgrade. V-Soft provided HCM Developers, PeopleSoft Finance Business Analysts, PeopleSoft Financials Data Conversion Developers, PeopleSoft Financials Lead Developers, PeopleSoft General Ledger Consultants, PeopleSoft HCM Conversion Developers, PeopleSoft UPK/HCM Trainers, and PeopleSoft HCM Developers.



V-Soft has provided IT staff augmentation services to BMW across a range of business and technical functions. Positions filled have included business systems analysts, senior software quality assurance specialists, EDI programmer/business analysts, material control specialists, service center support specialists, mobility software engineers, and SAP key users.



V-Soft has successfully provided IT professionals to Wabtec Corporation across cloud engineering, application development, enterprise systems, and project delivery functions. Positions filled have included AWS DevOps Engineers, AWS Engineers, Azure Engineers, Ionic Developers, SharePoint Developers, Oracle Order-to-Cash Business Analysts, Scrum Masters, and Business Analysts.



Case Studies

V-Soft's published case studies demonstrate experience expanding technical delivery capacity and delivering cloud, security, and government technology solutions relevant to WVOT's staffing needs. For CDW, V-Soft augmented delivery teams with certified ServiceNow architects, developers, consultants, and business process specialists through a flexible retainer and time-and-materials model, helping the client scale resources as project demand increased. Complementary engagements include implementing an Azure-based operational data hub with automated ingestion and governed access, integrating AWS single sign-on with an existing ServiceNow environment, and modernizing workflows and reporting across a Wisconsin state agency. Together, these examples illustrate V-Soft's technical depth, resource flexibility, and experience working with client stakeholders—capabilities applicable to WVOT's agency-directed technical staffing model.

Selected case studies:

- [CDW — Scalable Technical Talent](#): The strongest direct staffing example, demonstrating team augmentation, specialized personnel, and resource scaling.
- [National Healthcare Provider — Azure Operational Data Hub](#): Relevant technical delivery experience for investigating Cloud Architect and Business Analyst placement evidence, particularly architecture, data integration, reporting, and governance.
- [Manufacturing Client — AWS Single Sign-On](#): Relevant cloud-security context involving authentication, identity integration, and session management.
- [Wisconsin State Agency — Government Workflow Modernization](#): Demonstrates government workflow assessment, cross-agency information sharing, and reporting experience relevant to business-analysis responsibilities.

V-Soft's Key Differentiators

DIVERSITY RECOGNITIONS



LARGE BUSINESS DIVERSITY CHAMPION AWARD

V-Soft Consulting Group, Inc. affirms that we are fully certified as a Disadvantaged Business Enterprise (DBE), a Minority Owned Business Enterprise (MBE), Women-Owned Business Enterprise (WBE) and a Disability Owned Business Enterprise (DOBE) by several recognized certifying agencies. Our certifications are detailed below:

- Tri-State Minority Supplier Development Council (TMSDC) Certification – V-Soft is nationally certified under NAICS codes 541511, 541512, 541513, 541519, 511210, 518210, and 519130; issued on 02/15/2025 with an expiration date of March 30, 2027.
- National Women Business Owners Corporation (NWBOC) Certification – V-Soft has successfully met NWBOC's national certification standards as an eligible Woman Business Enterprise; certification valid through May 14, 2028.
- Louisville and Jefferson County Metro Human Relations Commission MBE Certification – This certificate confirms V-Soft's status as a Minority Business Enterprise and is valid until May 30, 2026.
- Finance and Administration Cabinet – Kentucky Certification – The Commonwealth certifies V-Soft as a Minority-owned Women's Business Enterprise, with the certification expiring on September 30, 2028.
- WBENC Certification – V-Soft is validated as a Women's Business Enterprise by WBENC, with this certification valid through November 30, 2026.
- DBOE Certification – V-Soft is validated as a Disability Owned Business Enterprise by Disability:IN, with this certification valid through August 14, 2027.

Pricing

WVOT Temporary Technical Staffing Services

CRFQ 0231 OOT2700000006

Enter proposed hourly rates in the yellow cells. Extended totals calculate using the State's 2,080 estimated hours per classification.

Source: Final_CRFQ_0231_OOT2700000006_1_WV_CRFQ_FORM.pdf, pages 2-8.

Line	Position Classification	Estimated Hours	Unit	Hourly Rate	Extended Total
1	Senior Web Application Analyst	2,080	HOUR	\$78.50	\$163,280.00
2	CRM Application Analyst	2,080	HOUR	\$80.00	\$166,400.00
3	Senior SQL Server Database Administrator	2,080	HOUR	\$80.00	\$166,400.00
4	Business Analyst	2,080	HOUR	\$62.00	\$128,960.00
5	Learning Management System & eLearning Development Specialist	2,080	HOUR	\$62.00	\$128,960.00
6	Cloud Financial Operations Specialist	2,080	HOUR	\$84.00	\$174,720.00
7	Cloud Architect	2,080	HOUR	\$101.00	\$210,080.00
8	Cloud Security Professional	2,080	HOUR	\$97.00	\$201,760.00
9	Cloud Platform Engineer	2,080	HOUR	\$88.00	\$183,040.00
10	Cloud Network Engineer	2,080	HOUR	\$92.00	\$191,360.00
11	Cloud Systems Management Engineer	2,080	HOUR	\$84.00	\$174,720.00
12	Cloud Center of Excellence (CCOE) Implementation Specialist	2,080	HOUR	\$103.00	\$214,240.00
13	Mainframe Systems Programmer	2,080	HOUR	\$107.00	\$222,560.00
				Grand Total	\$2,326,480.00

Contact Us

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