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Proposal to:

**State of West Virginia
Department of Administration,
Purchasing Division**

**To Provide Examination Development and Administration
for the West Virginia Contractor Licensing Board**

RFP Number: LAB3616

Date Due: November 1, 2006, 1:30 p.m.

Submitted To:

Ron Price
Buyer Supervisor
Purchasing Division
2019 Washington Street, East
P.O. Box 50130
Charleston, WV 25305-0130

Submitted By:

Christopher Wagenbach
Vice President, Client Services
tel: 800.786.3926, ext. 3375
chris.wagenbach@thomson.com

Primary Contact:

Stacy Lawson
Government Business Development
Manager
tel: 866-PROMETRIC, ext. 6889
stacy.lawson@thomson.com

Signature:

Thomson Prometric
Canton Crossing Tower
1501 South Clinton Street
Baltimore, MD 21224
Tel: 866.PROMETRIC



October 30, 2006

Ron Price, Buyer Supervisor
Purchasing Division
2019 Washington Street, East
P.O. Box 50130
Charleston, WV 25305-0130

RE: RFP Number LAB3616

Dear Mr. Price:

On behalf of Prometric, I am pleased to submit our proposal to provide development and administration of West Virginia contractor examinations in support of the West Virginia Contractor Licensing Board (Board). Prometric's government services group has provided these services to the Board since 1991, and we are committed to providing continued outstanding service for the Board and its candidates.

Prometric combines a solid base of expertise and deep history in providing professional psychometric and test development services. Our government services group offers the Board nearly 50 years of direct and relevant experience providing test development and related licensing services to state regulators nationwide. Using our staff of highly-trained and experienced psychometricians, construction subject-matter experts and professional content developers, we are committed to supporting the Board by continuing to provide superior test development services and utilizing nationally-recognized psychometric practices that are in accordance with standards set by the American Education Research Association (AERA), the American Psychological Association (APA) and the National Council on Measurement in Education (NCME).

Throughout our proposal, we demonstrate how the combined experience, qualifications and management assets of Prometric will continue to provide you with a proven, secure and reliable testing program that is convenient and affordable for your candidates. Based on our experience with this program, as well as on our experience as one of the nation's largest providers of licensure examination services in the state-based market, we have developed a solution that will meet the Board's need for legally-defensible licensure exams combined with efficient and secure paper-based administration services, score reporting, and candidate bulletin and contractor reference manual development.

As you review our proposal, we would like to focus your attention on several factors:

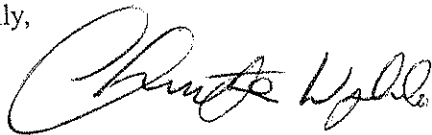
- ***We know and understand your program thoroughly.*** Andy Parker, your account manager, has the internal operational knowledge and the account management experience to coordinate and communicate the requirements of your program. Mr. Parker will continue to serve as your primary point of contact for this program. He will lead an established team of test development, operations and customer service staff to ensure your program continues to operate in an efficient and reliable manner consistent your business rules and RFP requirements.

- ***Experienced Staff in Charleston provides In-state Support and Program Continuity***— Prometric offers a team of highly-experienced processing staff and proctors that are led by Lois Sothen. Ms. Sothen has more than a decade of experience supporting this program at our regional office in Charleston. She and her staff will continue to serve as a trusted resource for the Board and your candidates during the new contract.
- ***Vast Test Development Experience using in-house Team of Psychometricians*** — We utilize a well-defined test development and review process based on highly-regarded psychometric standards that consistently results in valid and reliable examinations. We enjoy an impeccable reputation for providing legally-defensible examinations and have never lost a challenge levied by a candidate against one of our state licensing examinations.
- ***In-house Construction Industry Subject-Matter Experts Write Items***—A team of six full-time licensed construction subject-matter experts, with more than 150 years of combined professional experience, provides test and item development. Please review our staff qualifications closely to confirm the level of commitment Prometric and its staff has to the construction industry.
- ***Commitment to Security***—Prometric emphasizes security throughout its organization and maintains *the highest security standards in the business*. We extend our attention to security to include all aspects of the testing process, including exam development security, physical security, operational security, scoring processes, computer hardware, software, and data security.

I would like to thank you in advance for your time and consideration and wish you all the best in your evaluation and selection process. If you have any questions about the services described herein, please contact Stacy Lawson, government business development manager, at 866.PROMETRIC, ext. 6889, or via e-mail at stacy.lawson@thomson.com.

We look forward to being given the opportunity to continue our longstanding relationship with the Board and to deliver on our promise to provide you with the highest-quality test development, delivery and candidate support services that you expect from your testing partner.

Respectfully,



Christopher Wagenbach
Vice President, Client Services, State Government



JOE MANCHIN III
GOVERNOR

STATE OF WEST VIRGINIA
DEPARTMENT OF ADMINISTRATION
PURCHASING DIVISION
2019 WASHINGTON STREET, EAST
P.O. BOX 50130
CHARLESTON, WEST VIRGINIA 25305-0130

ROBERT W. FERGUSON, JR.
CABINET SECRETARY

DAVID TINCHER
DIRECTOR

MEMORANDUM

TO: Vendors

FROM: Ron Price, Buyer Supervisor *Ron Price, w.f.*
Purchasing Division

RE: LAB3616

DATE: November 1, 2006

The Technical Proposals will not be scanned on the Internet due to the volume. Vendors may view the Proposals at the office of the WV State Purchasing Division, 2019 Washington Street, East, Charleston, WV 25311. You may call me for an appointment at the (304) 558-0492, fax: (304)558-4115 or e-mail rprice@wvadmin.gov.

Proposals received from the following:

Prov, Inc.
PSI
Thomson Prometric

RP/wf
cc: File