

NOTICE

Please note that this bid from Smart Shared Services LLC for DOT17*71 was received at the Purchasing Division office prior to the established bid opening date and time on April 13, 2017 as noted on the coversheet of the electronic bid, but did not load properly at the public bid opening. This bid has since been loaded and is now posted.

A handwritten signature in cursive script, reading "Diane Holley-Brown", is written over a solid horizontal line.

Diane Holley-Brown
Assistant Purchasing Director



West Virginia Purchasing Division

2019 Washington Street, East
Charleston, WV 25305
Telephone: 304-558-2306
General Fax: 304-558-6026
Bid Fax: 304-558-3970

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 1

 List View

General Information

Contact


Default Values

Discount

Document Information

Procurement Folder: 293402

Procurement Type: Central Master Agreement

Vendor ID: VS000009860 

Legal Name: Smart Shared Services, LLC

Alias/DBA: Fenwick Technologies

Total Bid: \$0.00

Response Date: 04/13/2017 

Response Time: 9:45

SO Doc Code: CRFQ

SO Dept: 0803

SO Doc ID: DOT170000071

Published Date: 4/7/17

Close Date: 4/13/17

Close Time: 13:30

Status: Closed

Solicitation Description: Addendum No. 1
PROGRAMMER ANALYST 

Total of Header Attachments: 1

Total of All Attachments: 1



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

State of West Virginia
Solicitation Response

Proc Folder : 293402
Solicitation Description : Addendum No. 1
Proc Type : Central Master Agreement

Date issued	Solicitation Closes	Solicitation Response	Version
	2017-04-13 13:30:00	SR 0803 ESR0413170000004961	1

VENDOR

VS0000009860
Smart Shared Services, LLC
Fenwick Technologies

Solicitation Number: CRFQ 0803 DOT1700000071

Total Bid : \$0.00 **Response Date:** 2017-04-13 **Response Time:** 09:45:16

Comments:

FOR INFORMATION CONTACT THE BUYER

Melissa Pettrey
(304) 558-0094
melissa.k.pettrey@wv.gov

Signature on File

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	APPLICATION PROGRAMMER ANALYST	0.00000	HOUR	\$57.170000	\$0.00

Comm Code	Manufacturer	Specification	Model #
81111600			

Extended Description :	APPLICATION PROGRAMMER ANALYST
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Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

State of West Virginia
 Request for Quotation
 33 - Service - Misc

Proc Folder: 293402

Doc Description: PROGRAMMER ANALYST

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2017-03-21	2017-04-11 13:30:00	CRFQ 0803 DOT1700000071	1

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

VENDOR
 Vendor Name, Address and Telephone Number:
 Smart Shared Services, LLC
 PO Box 7318, Charleston, WV 25356
 855-807-6278

FOR INFORMATION CONTACT THE BUYER
 Melissa Pettrey
 (304) 558-0094
 melissa.k.pettrey@wv.gov

Signature X *Eva Kravinsky* FEIN # 47-1148168 DATE 4/7/17
 All offers subject to all terms and conditions contained in this solicitation

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CRFQ DOT1700000071

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)

- | | |
|--|--|
| <input checked="" type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6 |
| <input type="checkbox"/> Addendum No. 2 | <input type="checkbox"/> Addendum No. 7 |
| <input type="checkbox"/> Addendum No. 3 | <input type="checkbox"/> Addendum No. 8 |
| <input type="checkbox"/> Addendum No. 4 | <input type="checkbox"/> Addendum No. 9 |
| <input type="checkbox"/> Addendum No. 5 | <input type="checkbox"/> 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.

Smart Shared Services, LLC
Company

Eva Koroluk
Authorized Signature

4-7-17
Date

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

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

MANDATE: 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 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: Smart Shared Services, LLC
Authorized Signature: Eva Kralusky Date: 4-4-17

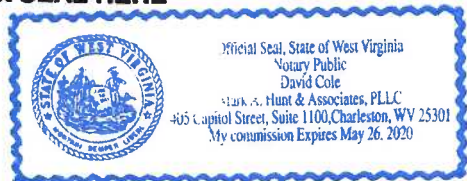
State of WEST VIRGINIA

County of LANCASTER, to-wit:

Taken, subscribed, and sworn to before me this 4th day of April, 2017.

My Commission expires MAY 26, 2020.

AFFIX SEAL HERE



NOTARY PUBLIC [Signature]

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.

Eva Kordusky, VP of Business Operations
(Name, Title)
Eva Kordusky, VP of Business Operations
(Printed Name and Title)
405 Capitol St, Ste 608, Charleston, WV 25301
(Address)
855-807-6278 x 229 / 888-680-6555
(Phone Number) / (Fax Number)
eva.kordusky@ssslc.email
(email address)

CERTIFICATION AND SIGNATURE: By signing below, or submitting documentation through wvOASIS, I certify that I have reviewed this Solicitation 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 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 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.

Smart Shared Services, LLC
(Company)
Eva Kordusky Eva Kordusky, VP of Business Operations
(Authorized Signature) (Representative Name, Title)
Eva Kordusky, VP of Business Operations
(Printed Name and Title of Authorized Representative)
4-4-17
(Date)
855-807-6278 x 229, 888-680-6555
(Phone Number) (Fax Number)

REQUEST FOR QUOTATION
Mainframe Application Programmer

10.2.3. Any other remedies available in law or equity.

11. MISCELLANEOUS:

11.1. Contract Manager: During its performance of this Contract, Vendor must designate and maintain a primary contract manager responsible for overseeing Vendor's responsibilities under this Contract. The Contract manager must be available during normal business hours to address any customer service or other issues related to this Contract. Vendor should list its Contract manager and his or her contact information below.

Contract Manager: Eva Kordusky

Telephone Number: 855-807-6278

Fax Number: 888-680-6555

Email Address: eva.kordusky@ssllc.com

State of West Virginia
VENDOR PREFERENCE CERTIFICATE

Certification and application is hereby made for Preference in accordance with *West Virginia Code*, §5A-3-37. (Does not apply to construction contracts). *West Virginia Code*, §5A-3-37, provides an opportunity for qualifying vendors to request (at the time of bid) preference for their residency status. Such preference is an evaluation method only and will be applied only to the cost bid in accordance with the *West Virginia Code*. This certificate for application is to be used to request such preference. The Purchasing Division will make the determination of the Vendor Preference, if applicable.

1. **Application is made for 2.5% vendor preference for the reason checked:**
 Bidder is an individual resident vendor and has resided continuously in West Virginia for four (4) years immediately preceding the date of this certification; **or,**
 Bidder is a partnership, association or corporation resident vendor and has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification;
 Bidder is a resident vendor partnership, association, or corporation with at least eighty percent of ownership interest of bidder held by another entity that meets the applicable four year residency requirement; **or,**
 Bidder is a nonresident vendor which has an affiliate or subsidiary which employs a minimum of one hundred state residents and which has maintained its headquarters or principal place of business within West Virginia continuously for the four (4) years immediately preceding the date of this certification; **or,**
2. **Application is made for 2.5% vendor preference for the reason checked:**
 Bidder is a resident vendor who certifies that, during the life of the contract, on average at least 75% of the employees working on the project being bid are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; **or,**
3. **Application is made for 2.5% vendor preference for the reason checked:**
 Bidder is a nonresident vendor that employs a minimum of one hundred state residents, or a nonresident vendor which has an affiliate or subsidiary which maintains its headquarters or principal place of business within West Virginia and employs a minimum of one hundred state residents, and for purposes of producing or distributing the commodities or completing the project which is the subject of the bidder's bid and continuously over the entire term of the project, on average at least seventy-five percent of the bidder's employees or the bidder's affiliate's or subsidiary's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years and the vendor's bid; **or,**
4. **Application is made for 5% vendor preference for the reason checked:**
 Bidder meets either the requirement of both subdivisions (1) and (2) or subdivision (1) and (3) as stated above; **or,**
5. **Application is made for 3.5% vendor preference who is a veteran for the reason checked:**
 Bidder is an individual resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard and has resided in West Virginia continuously for the four years immediately preceding the date on which the bid is submitted; **or,**
6. **Application is made for 3.5% vendor preference who is a veteran for the reason checked:**
 Bidder is a resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard, if, for purposes of producing or distributing the commodities or completing the project which is the subject of the vendor's bid and continuously over the entire term of the project, on average at least seventy-five percent of the vendor's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years.
7. **Application is made for preference as a non-resident small, women- and minority-owned business, in accordance with *West Virginia Code* §5A-3-59 and *West Virginia Code of State Rules*.**
 Bidder has been or expects to be approved prior to contract award by the Purchasing Division as a certified small, women- and minority-owned business.

Bidder understands if the Secretary of Revenue determines that a Bidder receiving preference has failed to continue to meet the requirements for such preference, the Secretary may order the Director of Purchasing to: (a) rescind the contract or purchase order; or (b) assess a penalty against such Bidder in an amount not to exceed 5% of the bid amount and that such penalty will be paid to the contracting agency or deducted from any unpaid balance on the contract or purchase order.

By submission of this certificate, Bidder agrees to disclose any reasonably requested information to the Purchasing Division and authorizes the Department of Revenue to disclose to the Director of Purchasing appropriate information verifying that Bidder has paid the required business taxes, provided that such information does not contain the amounts of taxes paid nor any other information deemed by the Tax Commissioner to be confidential.

Bidder hereby certifies that this certificate is true and accurate in all respects; and that if a contract is issued to Bidder and if anything contained within this certificate changes during the term of the contract, Bidder will notify the Purchasing Division in writing immediately.

Bidder: Smart Shared Services, LLC Signed: Eva Kovalusky
Date: 4-5-2017 Title: VP of Business Operations

*Check any combination of preference consideration(s) indicated above, which you are entitled to receive.

EXHIBIT A - PRICING PAGE - Smart Shared Services, LLC

LOCATION - BUILDING 5, ROOM A-715 CHARLESTON, WV 25305					
Item Number	Description	Unit Cost	Unit of Measure	Estimated Yearly Quantity	Extended Cost
1	Application Programmer Analyst	\$57.17	Per Hour	2184	\$124,859.28
2	Optional Renewal Year two	\$58.89	Per Hour	2184	\$128,615.76
3	Optional Renewal Year Three	\$60.66	Per Hour	2184	\$132,481.44
4	Optional Renewal Year Four	\$62.48	Per Hour	2184	\$136,456.32
			TOTAL BID AMOUNT		\$522,412.80

Evaluation will be the Total Bid Amount for all items requested. The Awarded Contract will be for First Year only.



PO Box 7318
Charleston WV 25356
PH 855-807-6278

Billy J. Lane
Sr. Mainframe Programmer

Summary: Sr. Mainframe Developer possessing significant experience with State Government and WV Dept of Transportation systems and applications.

Knowledge and Skills:

Mainframes: IBM 360, 135, 138, 145, 4341, 4361, 9700, AS400

Software: **Enterprise COBOL for o/s and CICS and DB2,
JCL for IBM z/OS enterprise server**

SDSF Productivity Aid, ISPF, Programming Productivity Aid, CICS Web Interface,
HTML Pc Language, Front Page Screen Design Functionality, JAVASCRIPT, HTTP
Server For CICS WEB Interface, CICS/CEMT, Novell NetWork, SDF2, VSAM,
ACCESS DB, Foxpro

Tools: PRF, RC/Query, RC/Update

Experience:

Fenwick Technologies, Inc

Contract Programmer for WVDOT

Nov 2011 – present

Upgrade the UNI software from 4.1 to 5.2 Programming changes and testing for West Virginia to comply with FMCSA (Federal Motor Carrier Safety Admin.). Upgrade software for the WVOAH (WV Office of Administrative Hearings) to prepare letters and retrain users on the Docketing System. Other changes to DMV driver issuance system, Veterans and Life Time Hunters to comply with federal and state legal requirements. Program and test CD31 validation data.

WV Dept. of Transportation - Programmer Analyst III

Feb 2003– Sept 2011

- ✓ **Take the lead with other analyst in analysis, designing, maintaining and upgrading the DMV Drivers Application System using Cobol/CICS/DB2 and JCL.** Work directly with Federal Government agency (AAMVA) and (FMCSA) to establish new and maintain existing systems for issuance of Commercial Drivers License to comply with federal and state legal requirements. Communicate with other States IT to solve problems with transferring Drivers.
- ✓ **Code complex batch COBOL programs, compiling and debugging using CA DB2 Tools for CICS/DB2 programs online, SQL statements against DB2 tables (RC/Update, RC/Query and PRF**
- ✓ Help design and maintain the **Docketing System for WV OAH** (WV Office of Administrative Hearings). Continue to modify programs and work with personnel to keep current with Legislative changes.
- ✓ Knowledge of WV DOT business processes as it relates to the computer systems
- ✓ Work with Management to establish deadlines as well as methodologies for establishing upgrades of current systems as well as new ones.



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- ✓ Analyze the various software tools to develop and maintain system.
- ✓ Establish user procedures and train the user. Monitor the users and others to make sure procedures are being followed.
- ✓ Keep educated on available technology to improve skills and establish more efficient ways to perform my functions as an analyst. Involved in Webinars for AAMVA modifications and updates such as ACD code, Restriction code for CDL's and upgrading of the Software.
- ✓ **Extensive knowledge of the codes and language used by CDLIS, PDPS, SSA and the UNI system in general. Program and develop CD31 verification for AAMVA's annual Clean File process involving some 100,000 CDL drivers in the State of West Virginia.**
- ✓ **Monitor AAMVA net UNI log for validating drivers and working closely with the DMV and OAH Helpdesks. Install AAMVA's UNI software upgrades.**
- ✓ **Extensive knowledge of the WV DMV Drivers' System and its interfaces with AAMVA software (CDLIS, PDPS, SSOLV and UNI)**
Help Design and Program Online Drivers License Renewal and Duplication System for DMV so drivers can renew or get duplication via personal computers or at a kiosk.

Other Positions and Duties

Worked for 8 years for the State of South Carolina as a Computer Operations Supervisor, System Analyst III, from 1969 till 1977
 Was employed by Bluefield Supply as COBOL programmer 1978 till 1988
 Worked for Albers Drug Co in Knoxville TN as a remote programmer 1988 till 1990
 Worked for Ammars Inc as PC programmer 1990 till 2003

Support the following systems and applications:

- ✓ **Commercial Driver's License Information System (CDLIS)** - CDLIS is the nation-wide computer system that enables State Driver Licensing Agencies to ensure that each commercial driver has only one driver's license and that the State of Record has the driver's complete driver record
- ✓ **Problem Driver Pointer System (PDPS)** – The PDPS is used to search the National Driver Register (NDR). This is a repository of information on problem drivers provided by all 51 U.S. jurisdictions
- ✓ **Social Security Online Verification (SSOLV)** – Online support allows a jurisdiction to verify an individual's SSN with the Social Security Administration's database during the driver's license issuance or renewal process, while an applicant is still at the counter
- ✓ **Unified Network Interface (UNI)** – The UNI product resides on a site's host and fills an "interface" role between a site's application system and the telecommunications network (AAMVA). In this interface role between application and network, UNI provides both application interface functions as well as network interface functions.

Previous positions and tasks

Systems Analyst for Dept of Mental Health of SC	1969
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Tasks

Analyze manual system, document and develop flow for programmers – train users to use automated system

Education	Graduated ECPI in Columbia SC	1969
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PO Box 7318
Charleston WV 25356
PH 855-807-6278

Reference:

Lynette Shaw
Programmer Analyst IV
WV DOT – IT Services
307-558-9509
Lynette.s.shaw@wv.gov