



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

Clarification Request

Procurement Folder: 986667

Procurement Type: Central Master Agreement

Vendor ID: VS0000009539

Legal Name: US TECH SOLUTIONS INC

Alias/DBA:

Total Bid: \$4,597,132.80

Response Date: 03/02/2022

Response Time: 12:28

Responded By User ID: ustech

First Name: SRINI

Last Name: PALNATY

Email: govt@ustechsolutions.co

Phone: 201-524-9600

SO Doc Code: CRFQ

SO Dept: 0803

SO Doc ID: DOT2200000122

Published Date: 2/24/22

Close Date: 3/3/22

Close Time: 13:30

Status: Closed

Solicitation Description: ADDENDUM NO\_1 WVDOT IT Temporary Staffing Services

Total of Header Attachments: 1

Total of All Attachments: 1



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:** 986667  
**Solicitation Description:** ADDENDUM NO\_1 WVDOT IT Temporary Staffing Services(81220053)  
**Proc Type:** Central Master Agreement

Solicitation Closes	Solicitation Response	Version
2022-03-03 13:30	SR 0803 ESR03022200000005269	1

**VENDOR**  
VS0000009539  
US TECH SOLUTIONS INC

**Solicitation Number:** CRFQ 0803 DOT2200000122  
**Total Bid:** 4597132.799999999813735485076 **Response Date:** 2022-03-02 **Response Time:** 12:28:08  
**Comments:** We are not offering any discount

**FOR INFORMATION CONTACT THE BUYER**

John W Estep  
304-558-2566  
john.w.estep@wv.gov

Vendor Signature X	FEIN#	DATE
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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 Mainframe Application Analyst				723403.20

Comm Code	Manufacturer	Specification	Model #
80111609			

Commodity Line Comments:

Extended Description:

Senior Mainframe Application Analyst

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
2	Mainframe Application Analyst				618404.80

Comm Code	Manufacturer	Specification	Model #
80111609			

Commodity Line Comments:

Extended Description:

Mainframe Application Analyst

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
3	Senior Application Oracle Database Administrator				793416.00

Comm Code	Manufacturer	Specification	Model #
80111609			

Commodity Line Comments:

Extended Description:

Senior Application Oracle Database Administrator

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
4	Application Oracle Database Administrator				653390.40

Comm Code	Manufacturer	Specification	Model #
80111609			

Commodity Line Comments:

Extended Description:

Application Oracle Database Administrator

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
5	Senior Application DB2 Database Administrator				723403.20

Comm Code	Manufacturer	Specification	Model #
80111609			

Commodity Line Comments:

Extended Description:

Senior Application DB2 Database Administrator

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
6	Application DB2 Database Administrator				665080.00

Comm Code	Manufacturer	Specification	Model #
80111609			

Commodity Line Comments:

Extended Description:

Application DB2 Database Administrator

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
7	PC Programmer Analyst				420035.20

Comm Code	Manufacturer	Specification	Model #
80111609			

Commodity Line Comments:

Extended Description:

PC Programmer Analyst



# **WVDOT Information Technology Temporary Staffing Services (81220053)**

**RFQ # CRFQ-0803-DOT2200000122**

**March 03, 2022 @ 1:30 P.M. EST**

## **Submitted to:**

John W Estep  
Department of Administration  
Purchasing Division  
2019 Washington Street East  
Post Office Box 50130  
Charleston, WV 25305-0130  
[john.w.estep@wv.gov](mailto:john.w.estep@wv.gov)

## **Prepared By:**

Srini Palnaty  
Vice President  
US Tech Solutions, Inc.  
10 Exchange Place, Suite 1710  
Jersey City, New Jersey 07302  
Phone: (551) 295-1442  
Email: [govt@ustechsolutions.com](mailto:govt@ustechsolutions.com)

## TABLE OF CONTENTS

<b>Transmittal Letter</b> .....	3
<b>Section 3. Minimum Qualification</b> .....	5
<b>Section 3.1 Minimum Years of Experience</b> .....	5
<b>Section 3.2 Documentation of Placing Job Classification</b> .....	7
<b>Section 4.2 Vendor Responsibilities</b> .....	10
<b>Section 11. Miscellaneous</b> .....	14
<b>Exhibit A- Revised Pricing Sheet</b> .....	15
<b>Final_CRFQ_0803_DOT2200000122_2_WV_CRFQ_FORM</b> .....	16
<b>Addendum 01- Acknowledgment Form</b> .....	21
<b>Purchasing Affidavit</b> .....	22
<b>Ethics_DisclosureInterestedParties_2018</b> .....	23



## TRANSMITTAL LETTER

**Attn: John W Estep,**

**Date: March 03, 2022**

US Tech Solutions, Inc. (US Tech) is pleased to submit its proposal through this transmittal letter for the (RFQ) # 22-020, Information Technology Temporary Staffing Services for the West Virginia Department of Transportation) (refer as "WVDOT").

US Tech has been providing Information Technology Staffing Services to the public and private sector clients for 22 years (Since 2000). Our experience delivering IT staffing Services in multiple transportation & staffing industry projects for clients such as **Metropolitan Transportation Authority NY, , State of New York, State of Utah, State of Georgia, State of new York, State of California, State of Maine, State of California, State of New Jersey, State of Florida, State of Georgia, Dartmouth College, New Jersey Department of Health, United States Department of Health and Human Services, Department of Health and Human Services/Centers of Medicare and Medicaid Services, California Department of Public Health, California Department of Healthcare (DCHS), Carroll College, Marshall University, Maryville College, , United Continental Airlines, Delta, Airbnb, Google, Facebook, Microsoft, Intel, Dell, Oracle, SAP, DXC, Deloitte, Accenture, Capgemini and more.** As an experienced and Top 1% staffing suppliers in the USA, we are uniquely qualified to support your employment agency staff needs. We are successfully working with more than 250 clients across US and filled over 10,000 positions relevant to the ones requested by WVDOT through this RFQ.

### **Understanding of Requirement:**

**Understanding of WVDOT RFQ:** The West Virginia Purchasing Division is soliciting bids on behalf of West Virginia Department of Transportation (WVDOT) to establish multiple open-end contracts for information technology temporary technical staffing services. WVDOT is seeking responses from qualified vendors to provide the Information Technology Staffing Services for the following job classifications:

- Senior Mainframe Application Analyst
- Mainframe Application Analyst
- Senior Application Oracle Database Administrator
- Application Oracle Database Administrator
- Senior Application DB2 Database Administrator
- Application DB2 Database Administrator
- PC Programmer Analyst

US Tech has thoroughly read the specification document and understanding that this is a critical business enablement initiative for WVDOT. We are proposing to supply all job classifications as mentioned above.

we will leverage our vast experience in providing information technology staffing support services, to ensure that we not only achieve the goals, but exceed the targets agreed. The knowledge we have gained over our

**OUR PROVEN  
RECUIMENT  
METHODOLOGY  
FOR ENGAGING  
THE RIGHT TALENT  
FOR OUR CLIENTS  
WILL BECOME  
YOUR ASSET**

two decades delivering highly complex hiring solutions for many of the world's leading companies is reflected in the robust processes and practices we will apply to your program, while ensuring that our solution is unique enough to meet your business objectives.

With each contract award, US Tech develops a strategic approach to meeting contract requirements which include a staffing plan, quality assurance plan, customer service plan, and contract oversight plan. Our approach to ensuring quality service is to assign a dedicated customer support team (CST) lead by a Contract Manager. Backed by the account management team, our Contract Manager serves as US Tech single point of contact to WVDOT and represents US Tech on all contractual matters. Our team is comprised of a dedicated Executive Sponsor, Account Executive, Recruiters, Payroll staff, Employee Care Team and Billing & Invoicing Teams. ***Our proposed Contract Management & Leadership team has over 300 years of combined experience serving all categories services requirements of public sector clients in the United States. Our Proposed team experience provides proactive problem solving, diminished learning curve, proven methodologies and lowest possible risk to WVDOT.***

Below mentioned designated POC will serve as the primary contact for all RFQ response related communications, including any requests for clarification or other communication needed between the WVDOT and US Tech. Our point of contact Information is as follows:

Srini Palnaty (Vice President)  
US Tech Solutions, Inc.  
10 Exchange Place, Suite 1710  
Jersey City, New Jersey 07302

Email: [govt@ustechsolutions.com](mailto:govt@ustechsolutions.com)  
Phone: (551) 295-1442  
Web: [www.ustechsolutions.com](http://www.ustechsolutions.com)

US Tech makes the following certifications and guarantees regarding this response:

- All the information provided in this response is correct.
- All material submitted in this response will become the property of the WVDOT for evaluation purpose.
- We are also acknowledging the only addendum posted by the WVDOT till date,
- US Tech does not take any exception to this RFQ as we are fully agree to comply with all terms and conditions lay out in this RFQ by the WVDOT.

I believe that our response meets the requirements as called out in this RFP. If the WVDOT determines that US Tech response is deficient in any way, US Tech respectfully requests to be promptly notified and be given the opportunity to correct any such deficiency. Below official is authorized to bind the commitment with the WVDOT on behalf of the firm.

Sincerely,



**Srini Palnaty**  
**US Tech Solutions, Inc.**

## SECTION 3. MINIMUM QUALIFICATION

***Vendor, or Vendor's staff if requirements are inherently limited to individuals rather than corporate entities, shall have the following minimum qualifications:***

### SECTION 3.1 MINIMUM YEARS OF EXPERIENCE

***3.1. Vendors shall be in business a minimum of five (5) years, providing similar information technology services. Vendors must provide documentation to indicate that their company meets this requirement prior to award; however, bidders may include this documentation with their bid.***

US Tech has 22 years of experience providing similar information technology staffing services. US Tech is a certified ISO 9001, ISO 14001 and CMMI Level 3 Company. US Tech is an award winning and Top 1% Technology and professional staffing supplier in US recognized by SIA for last 5 years with revenues of \$ 528 Million and a consistent growth of 25-30% YOY for last 7-8 years. We manage the best technical talent across the globe with focus on all 50 states of US. We have flexible, scalable and customizable talent optimization programs in partnership with many of the world's best- known brands.

US tech currently serving more than 250 information technology staffing projects to public and private sector clients. We have placed over 10,000 candidates in the last 12 months for our public and private sector clients' programs. We have providing information technology staffing services to various public entities including MTA, NYCDOE, State of Arkansas, State of Florida, State of Maine, State of Mississippi, State of New Jersey, State of New York, State of North Carolina, State of Ohio, State of Utah, State of Washington, Commonwealth of Virginia and more. We are one of the top suppliers to MTA for the last consecutive 5 years and have provided quality talent for the information technology staffing needs including some large projects that needed multiple resources in a short turnaround time.

**Below provided is our certificate of Incorporation:**

Please see next page



FEB. 25. 2000 4:47PM SOS DCR CORP FILING

NO. 277 P. 2

**FILED**

Tax ID = 22-3123532

FEB 24 2000

**Certificate of Incorporation**  
**Of**  
**U. S. TECH SOLUTIONS INC.**

This is to certify that, there is hereby organized a corporation under and by virtue of the above noted statute of the New Jersey Statutes.

1. Name of Corporation: **U. S. TECH SOLUTIONS INC.** The purpose for which this corporation is organized is (are) to engage in any activity within the purposes for which the corporation may be organized under N.J.S.A. 14A 1-1 et seq.:

2. Registered Agent: **MANOJ K. AGARWAL**

3. Registered Office: **19 FRONT STREET, JERSEY CITY, NJ 07302**

4. The aggregate number of shares which the corporation shall have authority to issue is:

**ONE THOUSAND (1,000) Shares (No Par Value)**

5. The First Board of Directors shall consist of:

Name	Street Address	City	State	ZIP
<b>MANOJ K. AGARWAL</b>	[REDACTED]	<b>JERSEY CITY</b>	<b>NJ</b>	<b>07302</b>

In Witness whereof, each individual incorporator being over eighteen years of age has signed this certificate, or if the incorporator is a corporation has caused this Certificate to be signed by its duly authorized officers this 24th day of February 2000.

Incorporator:

**Jose A. Martinez, Jr., President**

**J & D Martinez, Inc.**

**2983 Kennedy Blvd., Suite 200**

**Jersey City, New Jersey 07306**

## SECTION 3.2 DOCUMENTATION OF PLACING JOB CLASSIFICATION

**3.2. Vendors shall be able to demonstrate their potential to provide these services by providing documentation to indicate they have provided staffing of at least six (6) individuals within the listed classifications within the past five (5) years: documentation should include enough information to indicate that the Vendor provided an employee meeting the requirements of a specifically named classification from Section 1, above: the documentation should name the entity to whom the individual was supplied and provide contact information for that entity. Vendors must provide documentation to indicate that their company meets this requirement prior to award: however, bidder may include this documentation with their bid.**

US Tech has placed similar job classifications as listed in the WVDOT RFQ. US Tech has strong and proven track record of placing similar technical professionals to various public and private sector clients. We have deployed more than 10,000 technical professionals throughout the nation, out of which 800 are similar to the WVDOT job classifications (**Senior Mainframe Application Analyst; Mainframe Application Analyst; Senior Application Oracle Database Administrator; Application Oracle Database Administrator; Senior Application DB2 Database Administrator; Application DB2 Database Administrator; and Programmer Analyst**). Our extensive experience in managing a network of resources and providing well qualified technical professionals to various prestigious clients like State of Florida (FL), State of Michigan, (MI), State of IOWA, K12, Department of General Services, CA, State of California, K12, and Southern California Railways Authority. Below listed our past performance references.

PAST PERFORMANCE # 1	
<b>Client Name</b>	Sallie Mae Bank
<b>Contract's start and end date</b>	Nov 2017-Oct 2022
<b>Address</b>	175 S W Temple #600, Salt Lake City, UT 84101
<b>Name, phone number, and e-mail address</b>	Reference name: Beth Boegershausen, Title: Program Director Phone number: (215) 774-0744 <a href="mailto:beth.boegershausen2@salliemae.com">beth.boegershausen2@salliemae.com</a>
<b>Title of Services</b>	Information Technology Staffing Services
<b>Detailed description of the work performed</b>	
<p>Lockheed Martin sought qualified contractor to provide experienced and qualified technology professionals to support their project on Information Technology Staffing Services. US Tech placed numerous technology professionals to support Lockheed Martin project, labor categories included:</p> <ul style="list-style-type: none"> <li>• Senior Mainframe Application Analyst</li> <li>• Mainframe Application Analyst</li> <li>• Senior Application Oracle Database Administrator</li> <li>• Application Oracle Database Administrator</li> <li>• Senior Application DB2 Database Administrator</li> <li>• Application DB2 Database Administrator</li> </ul>	



- Programmer Analyst

**Communication, Cooperation and Follow Through Skills:** We have provided dedicated key personnel to the Lockheed and our dedicated account management team (Account Managers, Recruitment Team, Quality Manager, Delivery Manager) foresee the all the tasks' requirements for their account.

**Results of contract monitoring and oversight efforts for client:** Enhancing resource quality, improving resource retention, reducing costs, increasing Economic Impact and gaining greater command and control through a centralized database and reporting system.

**Customer Recognition:** Lockheed management comments, "Without exception US Tech produced high quality products and services which ensured effectiveness of the group and its divisions in a wide variety of mission areas."

***Explanation of relevancy to the current requirements being solicited***

100% Relevancy to WVDOT services.

**PAST PERFORMANCE # 2**

<b><i>Client Name</i></b>	DynCorp International
<b><i>Contract's start and end date</i></b>	January 2017- December 2024
<b><i>Address</i></b>	4800 Westfields Blvd Ste 400 Chantilly, VA, 20151-4247
<b><i>Name, phone number, and e-mail address of technical point of contact</i></b>	Reference name: Shashi Konduru (VP - Strategic Initiatives) Phone number: (201) 549-2697 Email address: shashi@workspend.com

***Detailed description of the work performed***

DynCorp International contracted with US Tech to provide Information Technology Staffing Services. US Tech has been providing top notch technology professionals to DynCorp International. We have placed numerous positions to support DynCorp International projects, labor categories included:

- Senior Mainframe Application Analyst
- Mainframe Application Analyst
- Senior Application Oracle Database Administrator
- Application Oracle Database Administrator
- Senior Application DB2 Database Administrator
- Application DB2 Database Administrator
- Programmer Analyst

**Meeting Schedules and Deadlines:** DynCorp International had fixed SLAs which includes searching of resources within 3 days for Senior Positions and 24 hours for Immediate Junior or Journeyman Positions. US Tech has always met or exceeded the SLAs without compromising the Quality.

**Results of contract monitoring and oversight efforts for client:**

- Provided Monthly Reports of the project (Project Status Reports, Candidate Invoices etc.)
- Our Corporate Officers, Account Manager, Contracting Officer and Task Leads frequently meet with the Customer to discuss performance to ensure that the quality of our service meets or exceeds requirements by serving the temporary clerical and labor resources

- US Tech has been responding expeditiously and responsibly to the customer requests including change in scope, Time extension, changed personnel requirements to accomplish tasks at hand.
- US Tech has managed 2 Task Orders and each task order ranges between 15–20 candidates

**Customer Recognition/Quality:** US Tech has been receiving excellent performance rating for its completeness, accurate, & timely performance delivery. The swift & professional management of these requests is testimony to US Tech successful staffing strategies, employee retention, and in meeting fluctuating requirements in a timely and responsive manner.

***Explanation of relevancy to the current requirements being solicited***

100% Relevancy to WVDOT services.

PAST PERFORMANCE # 3	
<b>Client Name</b>	Thermo Fisher Scientific
<b>Contract's start and end date</b>	July 2015- Ongoing
<b>Name, phone number, and e-mail address of technical point of contact</b>	Reference name: Vishal Kumar (AVP – Presales) Phone number: (818) 962-6503 Email address: vishal.kumar@workspend.com
<b><i>Detailed description of the work performed</i></b>	
<p>Thermo Fisher Scientific selected US Tech as the prime vendor to provide Information Technology Staffing Services. We have successfully placed numerous IT professionals to Thermo Fisher Scientific. We have served their technology staffing requirements by delivering top-notch professionals to Thermo Fisher Scientific. Our placed staff incessantly providing top-notch services to the Thermo Fisher Scientific project service areas, labor categories included:</p> <ul style="list-style-type: none"> <li>• Senior Mainframe Application Analyst</li> <li>• Mainframe Application Analyst</li> <li>• Senior Application Oracle Database Administrator</li> <li>• Application Oracle Database Administrator</li> <li>• Senior Application DB2 Database Administrator</li> <li>• Application DB2 Database Administrator</li> <li>• Programmer Analyst</li> </ul> <p><b>Meeting Schedules and Deadlines:</b> We have provided dedicated key personnel to the Thermo Fisher Scientific and our dedicated account management team foresee the all the tasks' requirements for the Thermo Fisher Scientific account. We continuously providing a qualified resource resumes in 2 hours of notice. We were able to close all positions request sent to US Tech till date and continue providing best staffing solutions to Thermo Fisher Scientific.</p> <p><b>Results of contract monitoring and oversight efforts for client:</b> Enhancing resource quality, improving resource retention, reducing costs, increasing Economic Impact and gaining greater command and control through a centralized financial database and reporting system. US Tech has helped its client for recruitment of resources and provide best of payroll functions for resources which include timesheets, benefits, reports of payroll.</p>	

Within two years, based on the US Tech staffing services exceeding the Thermo Fisher Scientific expectations, US Tech was asked to expand its services to include Statement of Work (SOW) projects, IT Resources. We Successfully solved IT staffing problems for the Thermo Fisher Scientific.

***Explanation of relevancy to the current requirements being solicited***

100% Relevancy to WVDOT services.

## SECTION 4.2 VENDOR RESPONSIBILITIES

***4.2.1 Bidders must provide an hourly rate for each position they expect to submit qualifications for proposed candidates when the need arises. When presenting candidates for review by the Agency, Vendor shall provide the qualifications of proposed candidates who meet all requirements of the RFQ.***

US Tech agrees with the above given statement.

US Tech has already included hourly rates in our pricing sheet (Exhibit A) of all proposed positions. US Tech assigned Contract Manager will make sure all candidates have required qualification, experience, licenses, and certifications before presented to the Agency. The Contract Manager will ensure Agency that all the presented candidates meet the RFQ qualification requirements.

***4.2.2 Successful vendors must provide staffing as requested by the Agency. Assignments also may be for a specified period of time and quantity of hours as indicated on each delivery order. Consistent failure on the part of a successful vendor to fulfil requests from the Agency, or consistently being unresponsive to Agency's requests for staffing services, may be grounds for cancellation of the vendor's entire contract.***

US Tech understands and agrees with the above given statement.

***4.2.3 Successful vendors must provide hourly rates that are inclusive of all costs including, but not limited to, federal, state and local withholding taxes, social security & Medicare taxes as well as all unemployment compensation, workers compensation, general and professional liability premiums. All overhead for the vendor and fringe for the candidate must be included in the successful vendor's hourly rates. All travel expenses must be included in the vendor's hourly rates.***

US Tech understands and agrees with the above given statement.

US Tech provided hourly rates has included with all cost respective to federal, state and local withholding taxes, social security & Medicare taxes as well as all unemployment compensation, workers compensation, general and professional liability premiums, and travel expenses.

***4.2.4 Successful vendors shall provide the Agency with information on each staffing candidate according to the state and federal standards, including applications. Vendors must include a current resume and a completed qualification***



***documentation for each candidate with their responses. Resumes will identify the candidate's qualifications listed in the requirements section above and will include copies as verification of degrees and certifications. Resume pages will be numbered (ex: 1 of 2, 2 of 2 etc...). These must be sent to the Agency along with the listing of possible candidates to interview.***

US Tech understands and agrees with the above given statement.

***4.2.5 Successful Vendor must provide (as requested) the legal documentation to support proof that their candidate is a U.S. citizen or eligible to work in the United States.***

US Tech understands and agrees with the above given statement.

US Tech assigned Contract Manager will ensure WVDOT that all the presented candidates will be the U.S. citizen and eligible to work in the United States. He will share the appropriate proof of documentation containing the same.

***4.2.6 Successful vendor having the first priority contract for any classification required by the Agency will be contacted first and will have 48 hours (2 business days) to acknowledge the initial contact request for staffing (in writing, by a means dictated by the Agency on the initial contact request, but likely by email or fax), and must inform the Agency if they are able or unable to fulfill the request. If unable to supply a candidate at the time, Vendor must provide a written waiver to the Agency within this same 48 hours (2 business days) timeframe. Failure to provide a written waiver will serve as a waiver as it pertains to the Agency's ability to proceed to contacting lower priority vendors. However, repeated failure to provide a written waiver may be grounds for cancellation of a vendor's entire contract (ie, all awarded classifications).***

***If able to supply candidate(s), Vendor must provide to the Agency a list of potential candidates for staffing needs within 2 weeks (10 business days) of the initial notification of need. Vendors must provide all documentation for every candidate who indicates they meet the requirements for the classification, including a qualifications document, template supplied by the agency, and resumes. Vendors may send multiple resumes so the agency may choose the most appropriate candidate.***

***Should a vendor not respond within the allowed number of days from the original notice of the Agency need (eg, 2 days to confirm/waiver a request; 10 business days to provide a list of candidates), the vendor with the second priority contract and other priority vendors for the classification will be contacted and given the opportunity to provide needed staffing. Evaluation will be completed in order of priority.***

***This second vendor will follow the same process as the first vendor; then the third vendor, and so on, until either a vendor successfully provides a staffing candidate,***

***or all vendors qualifying for award of a contract for that classification are contacted. No second opportunity to meet the need will be given to any vendor until all vendors have been contacted in order of award.***

***The Vendor's provided candidate must consistently perform the contracted duties as outlined in these specifications or in the project-specific scope included within any Delivery Order. The Agency will notify the awarded vendor if a Vendor's employee fails to consistently perform the contracted duties. The Agency may, as part of this notification, request the Vendor replace the candidate; if so, the Vendor has 2 weeks (10 business days) from this notification to provide the qualifications for a replacement. If the vendor provided a candidate under false documentation, that will be grounds for cancellation of the Delivery Order.***

US Tech understands and agrees with the above given statement.

***4.2.7 The successful candidate(s) will be required to present a timesheet for approval on a regular basis not less than a one (1) week period and not more than monthly.***

US Tech understands and agrees with the above given statement.

US Tech Contract Manager will submit the candidate's timesheet to the WVDOT for approval on weekly/monthly basis. The timesheets will be included with the required information (Name of Candidates, Dates worked, number of hours worked each day etc). These timesheets can be customized as per the WVDOT requirements.

***4.2.8 If during the term of the Delivery Order the candidate placed by the vendor leaves the company and/or has to be replaced; the vendor must give written notice to the Agency within one (1) business day, explaining the circumstances of departure, and must replace the candidate with another candidate meeting or surpassing all the requirements for the filled classification listed in Section 4.1 of this contract to maintain continuity of services. Vendor must provide to the Agency a list of potential candidates for the replacement staffing needs within 2 weeks (10 business days) of the notification of replacement. Vendors must provide documentation and resumes for every candidate which indicates their meeting the requirements for the classification. Vendors may send multiple resumes so that the agency may choose. Any interruption of service greater than ten (10) business days will be grounds for cancellation of the Delivery Order. If the Agency needs to issue a secondary Delivery Order to cover any cancelled Delivery Order, they are not required to contact or acquire waivers from any vendor for which they had previously contacted to fill the classification (copies of the original waivers and documentation regarding the cancellation should be kept in the files for both the original the replacement Delivery Order(s)).***

US Tech understands and agrees with the above given statement.

Our candidate replacement policy:

Following steps are initiated in case an employee is unable to perform on a project, leaving assignment in middle of project or any other reason:

- Provide replacement candidate to the client within stipulated time.
- Facilitate client interview and joining process of new candidate.
- Execute proper hand-over/take-over from the outgoing candidates to the new candidate
- Provide Knowledge Transfer (KT) to the new candidate to avoid delay in project schedule.

US Tech backup pool with strong technical manpower has the experience of working on a variety of projects of varying degree of complexity and is constantly trained to maintain excellence. These candidates also serve as offsite support to on-site candidates, should they require help in any domain. US Tech satisfies customer needs and expectations by providing the Right People at the Right Time, at the Right Place.

***Success rate for US Tech in backfilling positions lost due to attrition is 100%.***

***4.2.9 Successful Vendors and candidates must comply with all Agency policies and procedures. Any access or user accounts issued to a candidate to permit work in the State computing environment are subject to revocation without notice, and random or periodic audit of user activity may be conducted by the Agency.***

US Tech understands and agrees with the above given statement.

## SECTION 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 : Ravi Bhaskar  
Telephone Number : (551) 295-1442  
Fax Number : (551) 212-3518  
Email Address : govt@ustechsolutions.com

## EXHIBIT A- REVISED PRICING SHEET

### Exhibit A - Pricing Page

#### WVDOT Information Technology Staffing Services RFQ(81220053)

Revised - Version 2 - 2.22.2022

Contract Item	Description	Est. Qty.	Unit of Measure	Year 1 Unit Cost	Year 2 Unit Cost	Year 3 Unit Cost	Year 4 Unit Cost	Extended Cost
4.1.1	Senior Mainframe Application Analyst (On-Site)	2080	EA	\$84.32	\$86.05	\$87.81	\$89.61	\$7,23,403.20
4.1.1	Senior Mainframe Application Analyst (Remote Work)	2080	EA	\$80.24	\$81.88	\$83.56	\$85.28	\$6,88,396.80
4.1.2	Mainframe Application Analyst (On-Site)	2080	EA	\$72.08	\$73.56	\$75.07	\$76.60	\$6,18,404.80
4.1.2	Mainframe Application Analyst (Remote Work)	2080	EA	\$65.28	\$66.62	\$67.98	\$69.38	\$5,60,060.80
4.1.3	Senior Application Oracle Database Administrator (On-Site)	2080	EA	\$92.48	\$94.38	\$96.31	\$98.28	\$7,93,416.00
4.1.3	Senior Application Oracle Database Administrator (Remote Work)	2080	EA	\$81.60	\$83.27	\$84.98	\$86.72	\$7,00,065.60
4.1.4	Application Oracle Database Administrator (On-Site)	2080	EA	\$76.16	\$77.72	\$79.31	\$80.94	\$6,53,390.40
4.1.4	Application Oracle Database Administrator (Remote Work)	2080	EA	\$66.64	\$68.01	\$69.40	\$70.82	\$5,71,729.60
4.1.5	Senior Application DB2 Database Administrator (On-Site)	2080	EA	\$84.32	\$86.05	\$87.81	\$89.61	\$7,23,403.20
4.1.5	Senior Application DB2 Database Administrator (Remote Work)	2080	EA	\$77.52	\$79.11	\$80.73	\$82.39	\$6,65,080.00
4.1.6	Application DB2 Database Administrator (On-Site)	2080	EA	\$77.52	\$79.11	\$80.73	\$82.39	\$6,65,080.00
4.1.6	Application DB2 Database Administrator (Remote Work)	2080	EA	\$66.64	\$68.01	\$69.40	\$70.82	\$5,71,729.60
4.1.7	Programmer Analyst (On-Site)	2080	EA	\$48.96	\$49.96	\$50.99	\$52.03	\$4,20,035.20
4.1.7	Programmer Analyst (Remote Work)	2080	EA	\$43.52	\$44.41	\$45.32	\$46.25	\$3,73,360.00
<b>Grand Total</b>								<b>\$87,27,555.20</b>

Contract will be evaluated on all lines but only awarded on first year. Renewal options for years 2, 3, and 4 will be initiated by the Agency, agreed to by the Vendor and processed by the WV Purchasing Division as Change Orders for subsequent years.

The Pricing Pages contain a list of the Contract Items and estimated purchase volume. The estimated purchase volume for each item represents the approximate volume of anticipated purchases only. No future use of the Contract or any individual item is guaranteed or implied.



Vendors Signature:

## FINAL\_CRFQ\_0803\_DOT2200000122\_2\_WV\_CRFQ\_FORM



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

<b>Proc Folder:</b> 986667		<b>Reason for Modification:</b>	
<b>Doc Description:</b> ADDENDUM NO_1 WVDOT IT Temporary Staffing Services(81220053)		Addendum No_1 Vendor Questions and responses Attach revised Pricing Page with Formulas	
<b>Proc Type:</b> Central Master Agreement			
<b>Date Issued</b>	<b>Solicitation Closes</b>	<b>Solicitation No</b>	<b>Version</b>
2022-02-24	2022-03-03 13:30	CRFQ 0803 DOT2200000122	2

### BID RECEIVING LOCATION


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

### VENDOR

**Vendor Customer Code:**  
**Vendor Name :** US Tech Solutions, Inc.  
**Address :** 10 Exchange  
**Street :** PI #1710  
**City :** Jersey City  
**State :** New Jersey **Country :** Hudson **Zip :** 07302  
**Principal Contact :** Srin Palnaty  
**Vendor Contact Phone:** (551) 295-1442 **Extension:**

### FOR INFORMATION CONTACT THE BUYER

John W Estep  
304-558-2566  
john.w.estep@wv.gov

  
**Vendor Signature X** **FEIN#** 22-3723532 **DATE** March 02, 2022

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



<b>ADDITIONAL INFORMATION</b>
ADDENDUM NO_1
Addendum No_1 issued to Publish and Distribute the attached Information to the Vendor Community.
REQUEST FOR QUOTATION:
The West Virginia Purchasing Division is soliciting bids on behalf of West Virginia Department of Transportation (WVDOT) to establish multiple open-end contracts for information technology temporary technical staffing services. Per the Bid Requirements, Specifications, Terms and Conditions attached to this Solicitation.

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Senior Mainframe Application Analyst	2080		84.32	\$7,23,403.20

Comm Code	Manufacturer	Specification	Model #
80111609			

**Extended Description:**  
Senior Mainframe Application Analyst

INVOICE TO				SHIP TO			
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720			
CHARLESTON		WV		CHARLESTON		WV	
US				US			

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
2	Mainframe Application Analyst	2080		\$72.08	\$6,18,404.80

Comm Code	Manufacturer	Specification	Model #
80111609			

**Extended Description:**  
Mainframe Application Analyst

INVOICE TO				SHIP TO	
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720	
CHARLESTON		WV		CHARLESTON	
US				US	
Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
3	Senior Application Oracle Database Administrator	2080		\$92.48	\$7,93,416.00
Comm Code	Manufacturer	Specification	Model #		
80111609					

**Extended Description:**  
Senior Application Oracle Database Administrator

INVOICE TO				SHIP TO	
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720	
CHARLESTON		WV		CHARLESTON	
US				US	
Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
4	Application Oracle Database Administrator	2080		\$76.16	\$6,53,390.40
Comm Code	Manufacturer	Specification	Model #		
80111609					

**Extended Description:**  
Application Oracle Database Administrator



INVOICE TO				SHIP TO	
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720	
CHARLESTON		WV		CHARLESTON	
US				US	
Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
5	Senior Application DB2 Database Administrator	2080		\$84.32	\$7,23,403.20
Comm Code	Manufacturer	Specification	Model #		
80111609					

**Extended Description:**

Senior Application DB2 Database Administrator

INVOICE TO				SHIP TO	
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720	
CHARLESTON		WV		CHARLESTON	
US				US	
Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
6	Application DB2 Database Administrator	2080		\$77.52	\$6,65,080.00
Comm Code	Manufacturer	Specification	Model #		
80111609					

**Extended Description:**

Application DB2 Database Administrator



INVOICE TO				SHIP TO	
DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720				DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720	
CHARLESTON		WV		CHARLESTON	
US				US	
Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
7	PC Programmer Analyst	2080		\$48.96	\$4,20,035.20
Comm Code	Manufacturer	Specification	Model #		
80111609					

**Extended Description:**  
PC Programmer Analyst

SCHEDULE OF EVENTS		
Line	Event	Event Date
1	Tech Questions due by 10:00am	2022-02-24

## ADDENDUM 01- ACKNOWLEDGMENT FORM

### **ADDENDUM ACKNOWLEDGEMENT FORM** **SOLICITATION NO.: CRFQ DOT2200000122**

**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:**

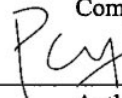
(Check the box next to each addendum received)

<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 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.

US Tech Solutions, Inc.

Company



Authorized Signature

March 02, 2022

Date

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

## PURCHASING AFFIDAVIT

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: US Tech Solutions, Inc.

Authorized Signature: Pey Date: March 01, 2022

State of New Jersey

County of Hudson, to-wit:

Taken, subscribed, and sworn to before me this 1<sup>st</sup> day of March, 2022

My Commission expires Dec 17, 2022

AFFIX SEAL HERE

NOTARY PUBLIC

[Signature]

Purchasing Affidavit (Revised 01/19/2018)





## ETHICS\_DISCLOSUREINTERESTEDPARTIES\_2018

### West Virginia Ethics Commission



## Disclosure of Interested Parties to Contracts

Pursuant to *W. Va. Code* § 6D-1-2, a state agency may not enter into 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 contracting 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 contracting state agency prior to contract award 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](mailto:ethics@wv.gov); website: [www.ethics.wv.gov](http://www.ethics.wv.gov).*

*Revised June 8, 2018*

## West Virginia Ethics Commission Disclosure of Interested Parties to Contracts

(Required by W. Va. Code § 6D-1-2)

Name of Contracting Business Entity: US Tech Solutions, Inc. Address: 10 Exchange Place, Suite 1710  
Jersey City, New Jersey 07302

Name of Authorized Agent: Srini Palnaty Address: Same as above

Contract Number: CRFQ-0803-DOT22000001221 Contract Description: WV DOT Information Technology Temporary Staffing Services (1222053)

Governmental agency awarding contract: West Virginia Department of Transportation (WVDOT)

☒ 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.

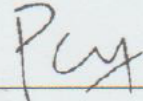
**2. Any person or entity who owns 25% or more of contracting entity (not applicable to publicly traded entities)**

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

Manoj Agarwal - CEO & President

**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.

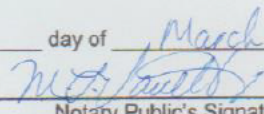
Signature:  Date Signed: March 01, 2022

### Notary Verification

State of New Jersey, County of Hudson:

I, Srini Palnaty, 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 1<sup>st</sup> day of March, 2022



Notary Public's Signature

**To be completed by State Agency:**

Date Received by State Agency: \_\_\_\_\_

Date submitted to Ethics Commission: \_\_\_\_\_

Governmental agency submitting Disclosure: \_\_\_\_\_

