



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: 1453543

SO Doc Code: CRFQ

Procurement Type: Statewide MA (Open End)

SO Dept: 0212

Vendor ID: VS0000046298

SO Doc ID: SWC2400000006

Legal Name: Concierge and Companies Inc

Published Date: 7/11/24

Alias/DBA: Concierge and Companies Inc

Close Date: 7/16/24

Total Bid: \$0.00

Close Time: 13:30

Response Date: 07/16/2024

Status: Closed

Response Time: 12:07

Solicitation Description: STATEWIDE CONTRACT -TEMPORARY STAFFING SERVICES

Responded By User ID: LaTrice

Total of Header Attachments: 1

First Name: LaTrice

Total of All Attachments: 1

Last Name: Whitaker

Email: contact@wesupplygovern

Phone: 4437668584



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:** 1453543  
**Solicitation Description:** STATEWIDE CONTRACT -TEMPORARY STAFFING SERVICES  
**Proc Type:** Statewide MA (Open End)

Solicitation Closes	Solicitation Response	Version
2024-07-16 13:30	SR 0212 ESR07162400000000433	1

**VENDOR**  
VS0000046298  
Concierge and Companies Inc

**Solicitation Number:** CRFQ 0212 SWC2400000006  
**Total Bid:** 0  
**Response Date:** 2024-07-16  
**Response Time:** 12:07:47  
**Comments:**

**FOR INFORMATION CONTACT THE BUYER**  
Mark A Atkins  
(304) 558-2307  
mark.a.atkins@wv.gov

<b>Vendor Signature X</b>	<b>FEIN#</b>	<b>DATE</b>
---------------------------	--------------	-------------

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	TEMPORARY EMPLOYEE STAFFING SERVICES	0.00000	HOUR	0.000000	0.00

Comm Code	Manufacturer	Specification	Model #
80111600			

Commodity Line Comments:

Extended Description:

TEMPORARY EMPLOYEE STAFFING SERVICES:

Note: Vendor must use Exhibit\_A Pricing Page(s) for bid pricing and submit with bid.

If vendor is submitting a bid online, Vendor should enter \$0.00 in the Oasis commodity line and attach the pricing page to their bid.

## STATEWIDE COVERAGE:

Each Job Classification submitted will  
be required for vendor to provide in all 55  
counties throughout the State of West Virginia.

## REQUEST FOR QUOTATION

CRFQ SWC2400000006

(CMA TEMP24)

Temporary Staffing Services

EXHIBIT\_A

Classification	Worker Pay Rate	Withholding Rate	Overhead Rate	Total Rate*
Accounting Technician 2	\$ 22.00	\$ 7.65	\$ 2.00	\$ 31.65
Administrative Services Assistant 1	\$ 15.00	\$ 7.65	\$ 2.00	\$ 24.65
Administrative Services Assistant 2	\$ 18.00	\$ 7.65	\$ 2.00	\$ 27.65
Cook	\$ 10.00	\$ 7.65	\$ 2.00	\$ 19.65
Custodian	\$ 12.00	\$ 7.65	\$ 2.00	\$ 21.65
Data Entry Operator2	\$ 12.00	\$ 7.65	\$ 2.00	\$ 21.65
Executive Secretary	\$ 23.00	\$ 7.65	\$ 2.00	\$ 32.65
Groundskeeper	\$ 12.00	\$ 7.65	\$ 2.00	\$ 21.65
Health Service Worker	\$ 15.00	\$ 7.65	\$ 2.00	\$ 24.65
Laboratroy Assistant 3	\$ 15.00	\$ 7.65	\$ 2.00	\$ 24.65
Laborer	\$ 15.00	\$ 7.65	\$ 2.00	\$ 24.65
Mail Runner	\$ 15.00	\$ 7.65	\$ 2.00	\$ 24.65
Office Assistant 2	\$ 16.00	\$ 7.65	\$ 2.00	\$ 25.65
Office Assistant 3	\$ 18.00	\$ 7.65	\$ 2.00	\$ 27.65
Paralegal	\$ 22.00	\$ 7.65	\$ 2.00	\$ 31.65
Parking Attendant	\$ 12.00	\$ 7.65	\$ 2.00	\$ 21.65
Word Processor	\$ 18.00	\$ 7.65	\$ 2.00	\$ 27.65

\* Vendor should enter their Worker Rate + Withholding Rate + Overhead Rate and the Total Rate box will automatically calculate.

Vendor Name: \_\_\_\_\_ Concierge and Companies Inc  
 Contact Person: \_\_\_\_\_ LaTrice Whitaker  
 Phone #: \_\_\_\_\_ 443-871-4909  
 Fax #: \_\_\_\_\_  
 Email: \_\_\_\_\_ contact@wesupplygovernment.com

Signature: \_\_\_\_\_

Date:

07/16/2024

STATEWIDE

Please type or write Legibly