



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.

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Welcome, Alisha S Pettit

[Procurement](#) [Budgeting](#) [Accounts Receivable](#) [Accounts Payable](#)

Solicitation Response(SR) Dept: 0212 ID: ESR07162400000000425 Ver.: 1 Function: New Phase: Final Modified by batch , 07/16/2024

Header 2

[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: 000000174943

SO Doc ID: SWC2400000006

Legal Name: COGENT INFOTECH CORPORATION

Published Date: 7/11/24

Alias/DBA:

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: Justin2796

Total of Header Attachments: 2

First Name: Sonam

Total of All Attachments: 2

Last Name: Magoo

Email: govt-bids@cogentinfo.com

Phone: 412-212-1155



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 ESR07162400000000425	1

VENDOR
000000174943
COGENT INFOTECH CORPORATION

Solicitation Number: CRFQ 0212 SWC2400000006
Total Bid: 0
Response Date: 2024-07-16
Response Time: 12:07:49
Comments:

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



Proposal Response For:
CRFQ 0212 SWC2400000006
Statewide Contract - Temporary Staffing Services

Due Date and Time:
July 16th, 2024, 1:30 PM EDT

Proposed To:
Mark A Atkins
Purchasing Division
2019 Washington Street East
Post Office Box 50130
Charleston, WV 25305-0130
(304) 558-2307
Mark.a.atkins@wv.gov



COGENT Infotech Corporation
Justin Acord, Executive Vice President
1035 Boyce Road, Suite 108, Pittsburgh, PA 15241
Email: justin.acord@cogentinfo.com | Phone: (412) 889-7700
Website: www.cogentinfo.com



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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

Proc Folder: 1453543 Doc Description: STATEWIDE CONTRACT -TEMPORARY STAFFING SERVICES			Reason for Modification: ADDENDUM_2
Proc Type: Statewide MA (Open End)			
Date Issued	Solicitation Closes	Solicitation No	Version
2024-07-11	2024-07-16 13:30	CRFQ 0212 SWC2400000006	3

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

VENDOR Vendor Customer Code: Vendor Name : Cogent Infotech Corporation Address : 1035 Boyce Road Street : Suite 108 City : Pittsburgh State : PA Country : US Zip : 15241 Principal Contact : Justin Acord Vendor Contact Phone: (412) 889-7700 Extension:
--

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

Vendor Signature X 	FEIN# 32-0083904	DATE 07/16/2024
---	-------------------------	------------------------

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

Addendum #1

ADDENDUM ACKNOWLEDGEMENT FORM **SOLICITATION NO.: CRFQ 0212 SWC2400000006**

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:

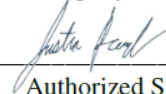
(Check the box next to each addendum received)

<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.

Cogent Infotech Corporation

Company



Authorized Signature

07/15/2024

Date

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

Addendum #2

ADDENDUM ACKNOWLEDGEMENT FORM **SOLICITATION NO.: CRFQ 0212 SWC2400000006**

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:

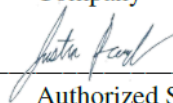
(Check the box next to each addendum received)

<input checked="" type="checkbox"/> Addendum No. 1	<input type="checkbox"/> Addendum No. 6
<input checked="" 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.

Cogent Infotech Corporation

Company



Authorized Signature

07/15/2024

Date

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

Exceptions and Clarifications

The Solicitation contains the specifications that shall form the basis of a contractual agreement. Vendor shall clearly mark any exceptions, clarifications, or other proposed modifications in its bid. Exceptions to, clarifications of, or modifications of a requirement or term and condition of the Solicitation may result in bid disqualification.

Cogent's Response:

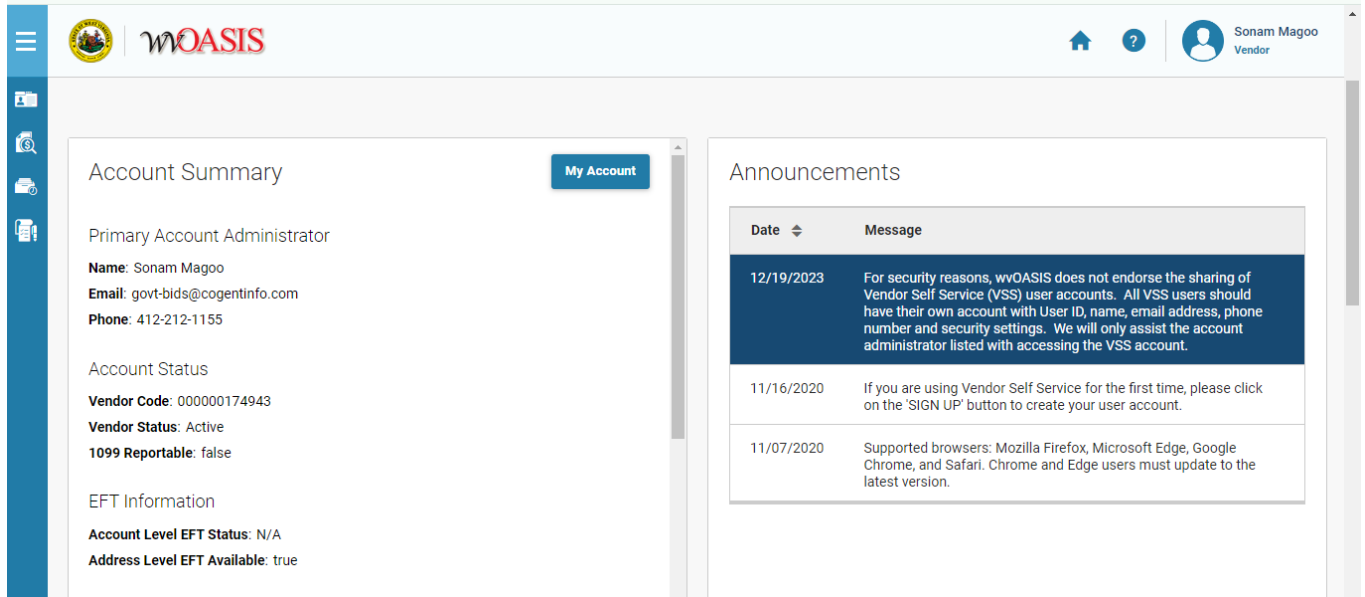
Cogent reads and understands the above statement and confirms that it does not have any exceptions, clarifications, or other proposed modifications in its bid.

Registration

Prior to Contract award, the apparent successful Vendor must be properly registered with the West Virginia Purchasing Division and must have paid the \$125 fee, if applicable.

Cogent's Response:

Cogent reads and understands the above statement and affirms that it is a registered vendor with the West Virginia Purchasing Division and agrees to pay the applicable fee prior to the contract award. Our vendor ID is 000000174943.



The screenshot shows the wvOASIS Vendor Self Service (VSS) interface. The top navigation bar includes the wvOASIS logo, a home icon, a help icon, and the user profile for Sonam Magoo, Vendor. The left sidebar contains navigation icons for account management, announcements, and other features. The main content area is divided into two sections: 'Account Summary' and 'Announcements'.

Account Summary

Primary Account Administrator

Name: Sonam Magoo
Email: govt-bids@cogentinfo.com
Phone: 412-212-1155

Account Status

Vendor Code: 000000174943
Vendor Status: Active
1099 Reportable: false

EFT Information

Account Level EFT Status: N/A
Address Level EFT Available: true

Announcements

Date	Message
12/19/2023	For security reasons, wvOASIS does not endorse the sharing of Vendor Self Service (VSS) user accounts. All VSS users should have their own account with User ID, name, email address, phone number and security settings. We will only assist the account administrator listed with accessing the VSS account.
11/16/2020	If you are using Vendor Self Service for the first time, please click on the 'SIGN UP' button to create your user account.
11/07/2020	Supported browsers: Mozilla Firefox, Microsoft Edge, Google Chrome, and Safari. Chrome and Edge users must update to the latest version.

Small, Women-Owned, or Minority-Owned Businesses

For any solicitations publicly advertised for bid, in accordance with West Virginia Code §5A-3- 37 and W. Va. CSR § 148-22-9, any non-resident vendor certified as a small, women-owned, or minority-owned business under W. Va. CSR § 148-22-9 shall be provided the same preference made available to any resident vendor. Any non-resident small, women-owned, or minority- owned business must identify itself as such in writing, must submit that writing to the Purchasing Division with its bid, and must be properly certified under W. Va. CSR § 148-22-9 prior to contract award to receive the preferences made available to resident vendors. Preference for a non-resident small, women-owned, or minority owned business shall be applied in accordance with W. Va. CSR § 148-22-9.

Cogent's Response:

Cogent is a resident MBE certified by National Minority Supplier Development Council (NMSDC).

THIS CERTIFIES THAT

Cogent Infotech Corporation
dba Cogent Infotech Corporation



NMSDC
National Minority Supplier
Development Council

* Nationally certified by the: **EASTERN MINORITY SUPPLIER DEVELOPMENT COUNCIL**

*NAICS Code(s): 541511; 541512; 541513; 541519; 541611; 541618; 561110; 561320

* Description of their product/services as defined by the North American Industry Classification System (NAICS)

04/29/2024

Issued Date

04/30/2025

Expiration Date



Ying McGuire
NMSDC CEO and President

PT01882

Certificate Number



Brian K. Oglesby, President/CEO

By using your password (NMSDC issued only), authorized users may log into NMSDC Central to view the entire profile: <http://nmsdc.org>

Certify, Develop, Connect, Advocate.

* MBEs certified by an Affiliate of the National Minority Supplier Development Council, Inc.®

Israel Boycott Certification


Vendor's act of submitting a bid in response to this solicitation shall be deemed a certification from bidder to the State that bidder is not currently engaged in, and will not for the duration of the contract, engage in a boycott of Israel. This certification is required by W. Va. Code § 5A-3-63.

Cogent's Response:

Cogent reads and understands the above statement and affirms that it is not currently engaged in, and will not for the duration of the contract, engage in a boycott of Israel.

Certificate of Insurance

Cogent has attached its copy of Insurance below:

 CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY) 7/12/2024																					
<p>THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.</p> <p>IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).</p>																							
PRODUCER First National Insurance Agency, LLC 12 Federal Street Suite 405 One North Shore Center Pittsburgh PA 15212	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">CONTACT NAME: Allison Fuchs</td> </tr> <tr> <td>PHONE (A/C, No, Ext): 724-444-6761</td> <td>FAX (A/C, No): 412-231-0249</td> </tr> <tr> <td colspan="2">E-MAIL ADDRESS: fuchsa@fnb-corp.com</td> </tr> </table>		CONTACT NAME: Allison Fuchs		PHONE (A/C, No, Ext): 724-444-6761	FAX (A/C, No): 412-231-0249	E-MAIL ADDRESS: fuchsa@fnb-corp.com																
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E-MAIL ADDRESS: fuchsa@fnb-corp.com																							
INSURED Cogent Infotech Corp 1035 Boyce Rd Suite 108 Pittsburgh PA 15241	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="2" style="text-align: left;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: left;">NAIC #</th> </tr> <tr> <td>INSURER A : Philadelphia Indemnity</td> <td></td> <td>18058</td> </tr> <tr> <td>INSURER B : Twin City Fire Insurance Comp</td> <td></td> <td>29459</td> </tr> <tr> <td>INSURER C : Hartford Ins Co Southeast</td> <td></td> <td>38261</td> </tr> <tr> <td>INSURER D :</td> <td></td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> <td></td> </tr> </table>		INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A : Philadelphia Indemnity		18058	INSURER B : Twin City Fire Insurance Comp		29459	INSURER C : Hartford Ins Co Southeast		38261	INSURER D :			INSURER E :			INSURER F :		
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INSURER D :																							
INSURER E :																							
INSURER F :																							

COVERAGES	CERTIFICATE NUMBER: 1828068617	REVISION NUMBER:
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THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.


INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <div style="margin-left: 20px;"> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR </div> <div style="margin-left: 20px;"> GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC OTHER: </div>	Y	Y	PHPK2634720	12/31/2023	12/31/2024	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$20,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COM/OP AGG \$2,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <div style="margin-left: 20px;"> <input checked="" type="checkbox"/> ANY AUTO <div style="display: flex; justify-content: space-between;"> <div>OWNED AUTOS ONLY</div> <div><input type="checkbox"/> SCHEDULED AUTOS</div> </div> <div style="display: flex; justify-content: space-between;"> <div>HIRED AUTOS ONLY</div> <div><input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY</div> </div> </div>	Y	Y	PHPK2634720	12/31/2023	12/31/2024	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <div style="margin-left: 20px;"> <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE </div> <div style="margin-left: 20px;"> <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000 </div>	Y	Y	PHUB893069	12/31/2023	12/31/2024	EACH OCCURRENCE \$8,000,000 AGGREGATE \$8,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	40WECBU1670	12/31/2023	12/31/2024	<input checked="" type="checkbox"/> PER STATUTE <input checked="" type="checkbox"/> OTHER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
A A B	Professional Liability Cyber Liability Crime Primary			PHPK2634721 PHPK2634721 40 KB 0284070-23	12/31/2023 12/31/2023 12/31/2023	12/31/2024 12/31/2024 12/31/2024	Aggregate/Occurrence \$5,000,000 Aggregate/Occurrence \$5,000,000 Aggregate/Occurrence \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Employee Practices Liability # BMP1029757-00 Effective 12/31/23 to 12/31/24 , Employee Theft Client Premises \$ 5,000,000 Aggregate/Occurrence; Deductible \$ 25,000

Professional Liability (Tech E & O / Cyber) #PHPK2634721 retro date 01/27/2012 policy is claims made.

Crime Excess # 40TP0321715-23 Effective 12/31/23 to 12/31/24 \$ 4,000,000 Aggregate/Occurrence , \$1,000,000 Retention

CERTIFICATE HOLDER Department of Administration Purchasing Division 2019 Washington Street East Post Office Box 50130 Charleston WV 25305-0130	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
--	---

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Privacy, Security, And Confidentiality

Cogent's Response:

Cogent agrees that it will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the Agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the Agency's policies, procedures, and rules. Cogent further agrees to comply with the Confidentiality Policies and Information Security Accountability Requirements, set forth in www.state.wv.us/admin/purchase/privacy.

Vendor Non-Conflict

Neither Vendor nor its representatives are permitted to have any interest, nor shall they acquire any interest, direct or indirect, which would compromise the performance of its services hereunder. Any such interests shall be promptly presented in detail to the Agency.

Cogent's Response:

Cogent read and understood the above statement and agrees that neither Cogent nor its representatives are permitted to have any interest, nor shall they acquire any interest, direct or indirect, which would compromise the performance of its services hereunder.

Vendor Relationship

The relationship of the Vendor to the State shall be that of an independent contractor and no principal-agent relationship or employer-employee relationship is contemplated or created by this Contract. The Vendor as an independent contractor is solely liable for the acts and omissions of its employees and agents. Vendor shall be responsible for selecting, supervising, and compensating any and all individuals employed pursuant to the terms of this Solicitation and resulting contract. Neither the Vendor, nor any employees or subcontractors of the Vendor, shall be deemed to be employees of the State for any purpose whatsoever. Vendor shall be exclusively responsible for payment of employees and contractors for all wages and salaries, taxes, withholding payments, penalties, fees, fringe benefits, professional liability insurance premiums, contributions to insurance and pension, or other deferred compensation plans, including but not limited to, Workers' Compensation and Social Security obligations, licensing fees, etc. and the filing of all necessary documents, forms, and returns pertinent to all of the foregoing.

Vendor shall hold harmless the State, and shall provide the State and Agency with a defense against any and all claims including, but not limited to, the foregoing payments, withholdings, contributions, taxes, Social Security taxes, and employer income tax returns.

Cogent's Response:

Cogent read and understood the above statement and agrees that the relationship of Cogent to the State shall be that of an independent contractor and no principal-agent relationship or employer-employee relationship is contemplated or created by this Contract. Cogent as an independent contractor is solely liable for the acts and omissions of its employees and agents. Cogent shall be responsible for selecting, supervising, and compensating any and all individuals employed pursuant to the terms of this Solicitation and resulting contract. Neither Cogent, nor any employees or subcontractors of Cogent, shall be deemed to be employees of the State for any purpose whatsoever. We shall be exclusively responsible for payment of employees and contractors for all wages and salaries, taxes, withholding payments, penalties, fees, fringe benefits, professional liability insurance premiums, contributions to insurance and pension, or other deferred compensation plans, including but not limited to, Workers' Compensation and Social Security obligations, licensing fees, etc. and the filing of all necessary documents, forms, and returns pertinent to all of the foregoing.

Cogent shall hold harmless the State, and shall provide the State and Agency with a defense against any and all claims including, but not limited to, the foregoing payments, withholdings, contributions, taxes, Social Security taxes, and employer income tax returns.

Indemnification

The Vendor agrees to indemnify, defend, and hold harmless the State and the Agency, their officers, and employees from and against: (1) Any claims or losses for services rendered by any subcontractor, person, or firm performing or supplying services, materials, or supplies in connection with the performance of the Contract; (2) Any claims or losses resulting to any person or entity injured or damaged by the Vendor, its officers, employees, or subcontractors by the publication, translation, reproduction, delivery, performance, use, or disposition of any data used under the Contract in a manner not authorized by the Contract, or by Federal or State statutes or regulations; and (3) Any failure of the Vendor, its officers, employees, or subcontractors to observe State and Federal laws including, but not limited to, labor and wage and hour laws.

Cogent's Response:

Cogent read and understood the above statement and agrees to indemnify, defend, and hold harmless the State and the Agency, their officers, and employees from and against:

- (1) Any claims or losses for services rendered by any subcontractor, person, or firm performing or supplying services, materials, or supplies in connection with the performance of the Contract;
- (2) Any claims or losses resulting to any person or entity injured or damaged by Cogent, its officers, employees, or subcontractors by the publication, translation, reproduction, delivery, performance, use, or disposition of any data used under the Contract in a manner not authorized by the Contract, or by Federal or State statutes or regulations; and
- (3) Any failure of Cogent, its officers, employees, or subcontractors to observe State and Federal laws including, but not limited to, labor and wage and hour laws.

No Debt Certification

In accordance with West Virginia Code §§ 5A-3-10a and 5-22-1(1), the State is prohibited from awarding a contract to any bidder that owes a debt to the State or a political subdivision of the State. By submitting a bid, or entering into a contract with the State, Vendor is affirming 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, neither the Vendor nor any related party owe a debt as defined above, and neither the Vendor nor any related party are in employer default as defined in the statute cited above unless the debt or employer default is permitted under the statute.

Cogent's Response:

Cogent read and understood the above statement and affirms by submitting a bid that:

- (1) It 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, neither Cogent nor any related party owe a debt as defined above, and neither Cogent nor any related party are in employer default as defined in the statute cited above unless the debt or employer default is permitted under the statute.

Conflict of Interest

Vendor, its officers or members or employees, shall not presently have or acquire an interest, direct or indirect, which would conflict with or compromise the performance of its obligations hereunder. Vendor shall periodically inquire of its officers, members and employees to ensure that a conflict of interest does not arise. Any conflict of interest discovered shall be promptly presented in detail to the Agency.

Cogent's Response:

Cogent read and understood the above statement and agrees that Cogent, its officers or members or employees, shall not presently have or acquire an interest, direct or indirect, which would conflict with or compromise the performance of its obligations hereunder. Cogent shall periodically inquire of its officers, members and employees to ensure that a conflict of interest does not arise.

Reports

Vendor shall provide the Agency and/or the Purchasing Division with the following reports identified by a checked box below:

Such reports as the Agency and/or the Purchasing Division may request. Requested reports may include, but are not limited to, quantities purchased, agencies utilizing the contract, total contract expenditures by agency, etc.

Quarterly reports detailing the total quantity of purchases in units and dollars, along with a listing of purchases by agency. Quarterly reports should be delivered to the Purchasing Division via email at purchasing.division@wv.gov

Cogent's Response:

Cogent read and understood the above statement and agrees to provide the Agency and/or the Purchasing Division, if awarded, with the following reports identified by a checked box below:

- ✓ Such reports as the Agency and/or the Purchasing Division may request. Requested reports may include, but are not limited to, quantities purchased, agencies utilizing the contract, total contract expenditures by agency, etc
- ✓ Quarterly reports detailing the total quantity of purchases in units and dollars, along with a listing of purchases by agency.

Background Check

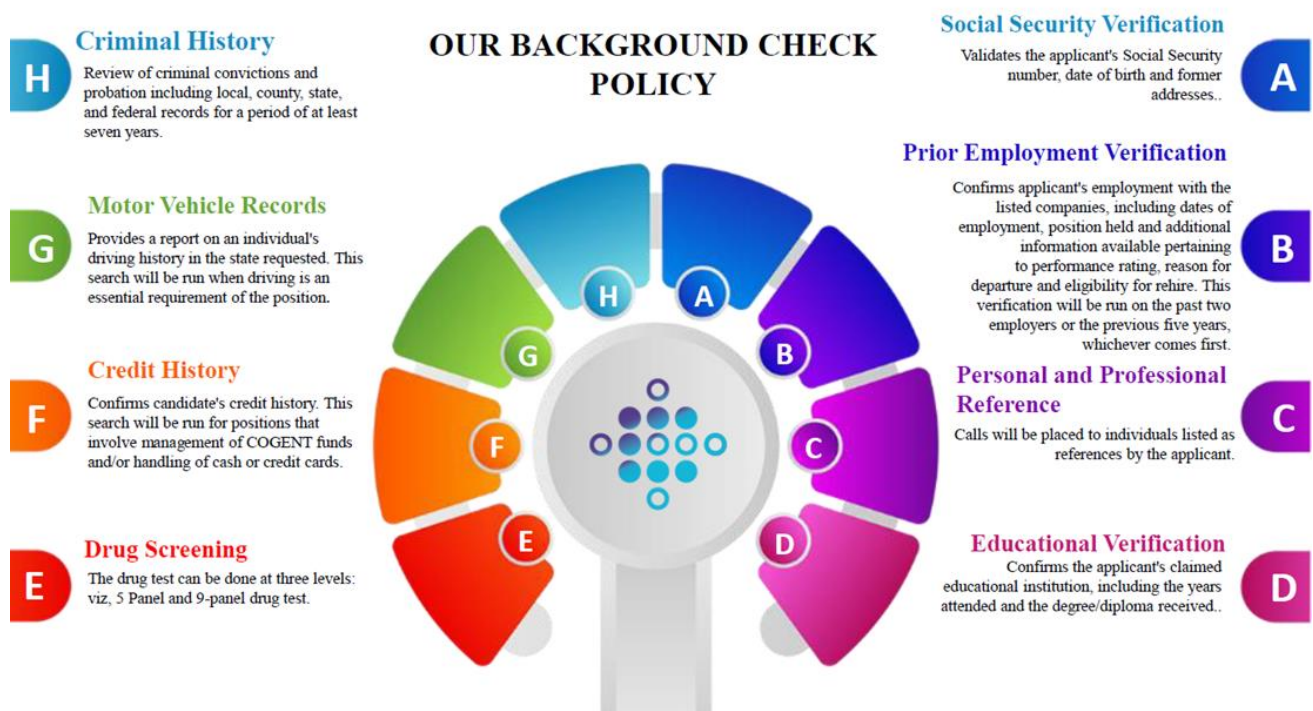
Cogent's Response:

Our in-depth knowledge of the background screening process and wide reach across industry sectors will make Cogent the best partner. Candidates can be screened pre-hire, pre-offer, pre-joining, post-offer, or post-joining. With a focus on innovation, Cogent functions on a smart technology solution that makes the end-to-end process error-proof and speed-oriented. It starts when the candidate submits the duly filled Background Verification (BGV) form along with supporting documents. Based on the contractual obligation, the Cogent shall proceed with the verification of any or all the below-listed background checks. In addition to our thorough screening, sometimes we also rely upon third-party vendors like A-Check, Hire Right, Pink Screening, FADV, Sterling, E-Screening, Concentra, TalentWise, etc. to perform checks against public databases.

The BGV form also contains the self-declaration, binding the candidate's employment in that organization subject to clearance of all the checks positively.

1. The candidate signs the Letter of Authority empowering the Cogent to carry all the relevant checks. In turn, Cogent carries out the verification process.
2. What are the Criteria for Background Checks? The coverage of each and every check depends on the criteria decided at the time of signing the contractual obligation.
3. Also, not necessary for all the checks to be done on the candidates. It varies on the Clients requirement, the industry it pertains to, the candidate's profile, the nature of work, etc.

Cogent conducts the Background Checks mentioned in the image below on all our resources provided Temporary Staffing Services:



Israel Boycott

Bidder understands and agrees that, pursuant to W. Va. Code § 5A-3-63, it is prohibited from engaging in a boycott of Israel during the term of this contract.

Cogent's Response:

Cogent read and understood the above statement and affirms that it is not engaged in boycotting Israel and will not engage in boycotting Israel during the term of this contract if awarded.

Point of Contact

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) Justin Acord, Executive Vice President

(Address) 1035 Boyce Road, Suite 108, Pittsburgh, PA 15241

(Phone Number) / (Fax Number) (412) 889-7700

(email address) justin.acord@cogentinfo.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.

Cogent infotech Corporation

(Company) 

(Signature of Authorized Representative)

Justin Acord, Executive Vice President 07/15/2024

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

(412) 889-7700

(Phone Number) (Fax Number)

justin.acord@cogentinfo.com

(Email Address)

Revised 8/24/2023

Appendix A

Appendix A

(To be completed by the Agency's Procurement Officer prior to the execution of the Addendum, and shall be made a part of the Addendum. PHI not identified prior to execution of the Addendum may only be added by amending Appendix A and the Addendum, via Change Order.)

Name of Associate: Cogent Infotech Corporation
(Vendor)

Name of Agency: State of West Virginia, WV Purchasing Division

Describe the PHI (do not include any actual PHI). If not applicable, please indicate the same.

Included but not limited to the following:

Personal Health Information
Personal Identifiable Information
Social Security Number
Addresses
Tax Identification Information
Personal Phone Numbers
All Correspondence marked Confidential
Financial Information
Financial Account number
Credit Card Numbers
Debit Card Numbers,
Driver's License Numbers,
State ID Numbers
Marital Status
Home Address

Not Applicable

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	\$ 18.10	\$ 3.08	\$ 3.62	\$ 24.80
Administrative Services Assistant 1	\$ 17.90	\$ 3.04	\$ 3.58	\$ 24.52
Administrative Services Assistant 2	\$ 18.70	\$ 3.18	\$ 3.74	\$ 25.62
Cook	\$ 15.00	\$ 2.55	\$ 3.00	\$ 20.55
Custodian	\$ 16.20	\$ 2.75	\$ 3.24	\$ 22.19
Data Entry Operator2	\$ 18.20	\$ 3.09	\$ 3.64	\$ 24.93
Executive Secretary	\$ 20.40	\$ 3.47	\$ 4.08	\$ 27.95
Groundskeeper	\$ 15.50	\$ 2.64	\$ 3.10	\$ 21.24
Health Service Worker	\$ 16.20	\$ 2.75	\$ 3.24	\$ 22.19
Laboratroy Assistant 3	\$ 16.70	\$ 2.84	\$ 3.34	\$ 22.88
Laborer	\$ 16.00	\$ 2.72	\$ 3.20	\$ 21.92
Mail Runner	\$ 15.50	\$ 2.64	\$ 3.10	\$ 21.24
Office Assistant 2	\$ 16.70	\$ 2.84	\$ 3.34	\$ 22.88
Office Assistant 3	\$ 18.10	\$ 3.08	\$ 3.62	\$ 24.80
Paralegal	\$ 16.50	\$ 2.81	\$ 3.30	\$ 22.61
Parking Attendant	\$ 15.50	\$ 2.64	\$ 3.10	\$ 21.24
Word Processor	\$ 16.30	\$ 2.77	\$ 3.26	\$ 22.33

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

Vendor Name: _____ Cogent Infotech Corporation

Contact Person: _____ Justin Acord

Phone #: _____ (412) 889-7700

Fax #: _____ (412) 774-1515

Email: _____ justin.acord@cogentinfo.com

Signature: _____

Date:

7/16/2024

STATEWIDE

Please type or write Legibly