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Header @ 2

List View

General Information

Contact

Default Values

Discount

Document Information

Clarification Request

Procurement Folder: 1475603

Procurement Type: Central Master Agreement

Vendor ID: 000000118062

Legal Name: 22ND CENTURY TECHNOLOGIES INC

Alias/DBA:

Total Bid: \$6,710,891.20

Response Date: 10/30/2024

Response Time: 8:40

Responded By User ID: govt@tscti.com

First Name: Shikha

Last Name: Sharma

Email: sledbids@tscti.com

Phone: 804-372-0704

SO Doc Code: CRFQ

SO Dept: 0511

SO Doc ID: MIS2500000001

Published Date: 10/16/24

Close Date: 10/31/24

Close Time: 13:30

Status: Closed

Solicitation Description: TECHNICAL TEMPORARY STAFFING SERVICES

Total of Header Attachments: 2

Total of All Attachments: 2



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: 1475603
Solicitation Description: TECHNICAL TEMPORARY STAFFING SERVICES
Proc Type: Central Master Agreement

Solicitation Closes	Solicitation Response	Version
2024-10-31 13:30	SR 0511 ESR10302400000003190	1

VENDOR

000000118062
22ND CENTURY TECHNOLOGIES INC

Solicitation Number: CRFQ 0511 MIS2500000001
Total Bid: 6710891.200000000186264514923 **Response Date:** 2024-10-30 **Response Time:** 08:40:28
Comments:

FOR INFORMATION CONTACT THE BUYER
Crystal G Hustead
(304) 558-2402
crystal.g.hustead@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	Senior Web Application Analyst	2080.0000	HOUR	69.320000	144185.60

Comm Code	Manufacturer	Specification	Model #
80111608			

Commodity Line Comments:

Extended Description:

4.1.1 Senior Web Application Analyst - quantity of hours listed is for bidding purposes only.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
2	Senior Web Application Analyst Optional renewal year 1	2080.0000	HOUR	70.710000	147076.80

Comm Code	Manufacturer	Specification	Model #
80111608			

Commodity Line Comments:

Extended Description:

Senior Web Application Analyst Optional renewal year 1-quantity of hours listed is for bidding purposes only.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
3	Senior Web Application Analyst Optional renewal year 2	2080.0000	HOUR	72.120000	150009.60

Comm Code	Manufacturer	Specification	Model #
80111608			

Commodity Line Comments:

Extended Description:

Senior Web Application Analyst Optional renewal year 2-quantity of hours listed is for bidding purposes only.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
4	Senior Web Application Analyst Optional renewal year 3	2080.0000	HOUR	73.560000	153004.80

Comm Code	Manufacturer	Specification	Model #
80111608			

Commodity Line Comments:

Extended Description:

Senior Web Application Analyst Optional renewal year 3-quantity of hours listed is for bidding purposes only.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
5	Senior Application Oracle Database Administrator	2080.0000	HOUR	89.430000	186014.40

Comm Code	Manufacturer	Specification	Model #
80111608			

Commodity Line Comments:

Extended Description:

4.1.2 Senior Application Oracle Database Administrator-quantity of hours listed is for bidding purposes only.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
6	Senior Application Oracle Database Administrator Opt Ren Yr1	2080.0000	HOUR	91.220000	189737.60

Comm Code	Manufacturer	Specification	Model #
80111608			

Commodity Line Comments:

Extended Description:

Senior Application Oracle Database Administrator Opt Ren Yr1-quantity of hours listed is for bidding purposes only.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
7	Senior Application Oracle Database Administrator Opt Ren Yr2	2080.0000	HOUR	93.040000	193523.20

Comm Code	Manufacturer	Specification	Model #
80111608			

Commodity Line Comments:

Extended Description:

Senior Application Oracle Database Administrator Opt Ren Yr2-quantity of hours listed is for bidding purposes only.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
8	Senior Application Oracle Database Administrator Opt Ren Yr3	2080.0000	HOUR	94.900000	197392.00

Comm Code	Manufacturer	Specification	Model #
80111608			

Commodity Line Comments:

Extended Description:

Senior Application Oracle Database Administrator Opt Ren Yr3-quantity of hours listed is for bidding purposes only.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
9	Senior Application DB2 Database Administrator	2080.0000	HOUR	92.600000	192608.00

Comm Code	Manufacturer	Specification	Model #
80111608			

Commodity Line Comments:

Extended Description:

4.1.3 Senior Application DB2 Database Administrator-quantity of hours listed is for bidding purposes only.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
10	Senior Application DB2 Database Administrator Opt Ren Yr1	2080.0000	HOUR	94.450000	196456.00

Comm Code	Manufacturer	Specification	Model #
80111608			

Commodity Line Comments:

Extended Description:

Senior Application DB2 Database Administrator Opt Ren Yr1-quantity of hours listed is for bidding purposes only.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
11	Senior Application DB2 Database Administrator Opt Ren Yr2	2080.0000	HOUR	96.340000	200387.20

Comm Code	Manufacturer	Specification	Model #
80111608			

Commodity Line Comments:

Extended Description:

Senior Application DB2 Database Administrator Opt Ren Yr2-quantity of hours listed is for bidding purposes only.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
12	Senior Application DB2 Database Administrator Opt Ren Yr3	2080.0000	HOUR	98.270000	204401.60

Comm Code	Manufacturer	Specification	Model #
80111608			

Commodity Line Comments:

Extended Description:

Senior Application DB2 Database Administrator Opt Ren Yr3-quantity of hours listed is for bidding purposes only.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
13	SQL Server Database Administrator	2080.0000	HOUR	82.340000	171267.20

Comm Code	Manufacturer	Specification	Model #
80111608			

Commodity Line Comments:

Extended Description:

4.1.4 SQL Server Database Administrator-quantity of hours listed is for bidding purposes only.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
14	SQL Server Database Administrator Opt Ren Yr 1	2080.0000	HOUR	83.990000	174699.20

Comm Code	Manufacturer	Specification	Model #
80111608			

Commodity Line Comments:

Extended Description:

SQL Server Database Administrator Opt Ren Yr 1-quantity of hours listed is for bidding purposes only.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
15	SQL Server Database Administrator Opt Ren Yr 2	2080.0000	HOUR	85.670000	178193.60

Comm Code	Manufacturer	Specification	Model #
80111608			

Commodity Line Comments:

Extended Description:

SQL Server Database Administrator Opt Ren Yr 2-quantity of hours listed is for bidding purposes only.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
16	SQL Server Database Administrator Opt Ren Yr 3	2080.0000	HOUR	87.380000	181750.40

Comm Code	Manufacturer	Specification	Model #
80111608			

Commodity Line Comments:

Extended Description:

SQL Server Database Administrator Opt Ren Yr 3-quantity of hours listed is for bidding purposes only.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
17	Help Desk Analyst	2080.0000	HOUR	45.430000	94494.40

Comm Code	Manufacturer	Specification	Model #
80111608			

Commodity Line Comments:

Extended Description:

4.1.5 Help Desk Analyst-quantity of hours listed is for bidding purposes only.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
18	Help Desk Analyst Optional Renewal Year 1	2080.0000	HOUR	46.340000	96387.20

Comm Code	Manufacturer	Specification	Model #
80111608			

Commodity Line Comments:

Extended Description:

Help Desk Analyst Optional Renewal Year 1-quantity of hours listed is for bidding purposes only.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
19	Help Desk Analyst Optional Renewal Year 2	2080.0000	HOUR	47.270000	98321.60

Comm Code	Manufacturer	Specification	Model #
80111608			

Commodity Line Comments:

Extended Description:

Help Desk Analyst Optional Renewal Year 2-quantity of hours listed is for bidding purposes only.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
20	Help Desk Analyst Optional Renewal Year 3	2080.0000	HOUR	48.220000	100297.60

Comm Code	Manufacturer	Specification	Model #
80111608			

Commodity Line Comments:

Extended Description:

Help Desk Analyst Optional Renewal Year 3-quantity of hours listed is for bidding purposes only.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
21	Business Analyst	2080.0000	HOUR	69.870000	145329.60

Comm Code	Manufacturer	Specification	Model #
80111608			

Commodity Line Comments:

Extended Description:

4.1.6 Business Analyst-quantity of hours listed is for bidding purposes only.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
22	Business Analyst Optional Renewal Year 1	2080.0000	HOUR	71.270000	148241.60

Comm Code	Manufacturer	Specification	Model #
80111608			

Commodity Line Comments:

Extended Description:

Business Analyst Optional Renewal Year 1-quantity of hours listed is for bidding purposes only.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
23	Business Analyst Optional Renewal Year 2	2080.0000	HOUR	72.700000	151216.00

Comm Code	Manufacturer	Specification	Model #
80111608			

Commodity Line Comments:

Extended Description:

Business Analyst Optional Renewal Year 2-quantity of hours listed is for bidding purposes only.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
24	Business Analyst Optional Renewal Year 3	2080.0000	HOUR	74.150000	154232.00

Comm Code	Manufacturer	Specification	Model #
80111608			

Commodity Line Comments:

Extended Description:

Business Analyst Optional Renewal Year 3-quantity of hours listed is for bidding purposes only.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
25	Information Systems Assistant	2080.0000	HOUR	78.980000	164278.40

Comm Code	Manufacturer	Specification	Model #
80111608			

Commodity Line Comments:

Extended Description:

4.1.7 Information Systems Assistant-quantity of hours listed is for bidding purposes only.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
26	Information Systems Assistant Optional Renewal Year 1	2080.0000	HOUR	80.560000	167564.80

Comm Code	Manufacturer	Specification	Model #
80111608			

Commodity Line Comments:

Extended Description:

Information Systems Assistant Optional Renewal Year 1-quantity of hours listed is for bidding purposes only.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
27	Information Systems Assistant Optional Renewal Year 2	2080.0000	HOUR	82.170000	170913.60

Comm Code	Manufacturer	Specification	Model #
80111608			

Commodity Line Comments:

Extended Description:

Information Systems Assistant Optional Renewal Year 2-quantity of hours listed is for bidding purposes only.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
28	Information Systems Assistant Optional Renewal Year 3	2080.0000	HOUR	83.810000	174324.80

Comm Code	Manufacturer	Specification	Model #
80111608			

Commodity Line Comments:

Extended Description:

Information Systems Assistant Optional Renewal Year 3-quantity of hours listed is for bidding purposes only.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
29	Programmer Analyst	2080.0000	HOUR	82.800000	172224.00

Comm Code	Manufacturer	Specification	Model #
80111608			

Commodity Line Comments:

Extended Description:

4.1.8 Programmer Analyst-quantity of hours listed is for bidding purposes only.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
30	Programmer Analyst Optional Renewal Year 1	2080.0000	HOUR	84.460000	175676.80

Comm Code	Manufacturer	Specification	Model #
80111608			

Commodity Line Comments:

Extended Description:

Programmer Analyst Optional Renewal Year 1-quantity of hours listed is for bidding purposes only.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
31	Programmer Analyst Optional Renewal Year 2	2080.0000	HOUR	86.150000	179192.00

Comm Code	Manufacturer	Specification	Model #
80111608			

Commodity Line Comments:

Extended Description:

Programmer Analyst Optional Renewal Year 2-quantity of hours listed is for bidding purposes only.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
32	Programmer Analyst Optional Renewal Year 3	2080.0000	HOUR	87.870000	182769.60

Comm Code	Manufacturer	Specification	Model #
80111608			

Commodity Line Comments:

Extended Description:

Programmer Analyst Optional Renewal Year 3-quantity of hours listed is for bidding purposes only.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
33	Senior Mainframe Application Analyst	2080.0000	HOUR	88.790000	184683.20

Comm Code	Manufacturer	Specification	Model #
80111608			

Commodity Line Comments:

Extended Description:

4.1.9 Senior Mainframe Application Analyst-quantity of hours listed is for bidding purposes only.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
34	Senior Mainframe Application Analyst Optional Ren Yr 1	2080.0000	HOUR	90.570000	188385.60

Comm Code	Manufacturer	Specification	Model #
80111608			

Commodity Line Comments:

Extended Description:

Senior Mainframe Application Analyst Optional Ren Yr 1-quantity of hours listed is for bidding purposes only.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
35	Senior Mainframe Application Analyst Optional Ren Yr 2	2080.0000	HOUR	92.380000	192150.40

Comm Code	Manufacturer	Specification	Model #
80111608			

Commodity Line Comments:

Extended Description:

Senior Mainframe Application Analyst Optional Ren Yr 2-quantity of hours listed is for bidding purposes only.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
36	Senior Mainframe Application Analyst Optional Ren Yr 3	2080.0000	HOUR	94.230000	195998.40

Comm Code	Manufacturer	Specification	Model #
80111608			

Commodity Line Comments:

Extended Description:

Senior Mainframe Application Analyst Optional Ren Yr 3-quantity of hours listed is for bidding purposes only.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
37	Mainframe Application Analyst	2080.0000	HOUR	83.230000	173118.40

Comm Code	Manufacturer	Specification	Model #
80111608			

Commodity Line Comments:

Extended Description:

4.1.10 Mainframe Application Analyst-quantity of hours listed is for bidding purposes only.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
38	Mainframe Application Analyst Renewal Yr 1	2080.0000	HOUR	84.890000	176571.20

Comm Code	Manufacturer	Specification	Model #
80111608			

Commodity Line Comments:

Extended Description:

Mainframe Application Analyst Renewal Yr 1-quantity of hours listed is for bidding purposes only.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
39	Mainframe Application Analyst Renewal Yr 2	2080.0000	HOUR	86.590000	180107.20

Comm Code	Manufacturer	Specification	Model #
80111608			

Commodity Line Comments:

Extended Description:

Mainframe Application Analyst Renewal Yr 2-quantity of hours listed is for bidding purposes only.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
40	Mainframe Application Analyst Renewal Yr 3	2080.0000	HOUR	88.320000	183705.60

Comm Code	Manufacturer	Specification	Model #
80111608			

Commodity Line Comments:

Extended Description:

Mainframe Application Analyst Renewal Yr 3-quantity of hours listed is for bidding purposes only.



22nd Century Technologies, Inc.

CMMI Level 3 | ISO 27001 | ISO 20000 | ISO 9001



State of West Virginia
Centralized Request for Quote
Technical Temporary Staffing Services

CRFQ # 0511-MIS2500000001

Solicitation Due Date: Oct 31, 2024 by 1:30 PM (EST)

Submitted To:

Brandon L Barr

P: 304-558-2652

Email: brandon.l.barr@wv.gov

Address: 900 Pennsylvania Ave
Charleston, WV

Submitted By:

Ashley Christina De Sa, Administrator

501 Wilson Lane, Elkins, WV, 26241

Phone: (866) 537-9191 Ext 2

| Fax: 732-537-0888

Email: sledproposals@tscti.com



Table of Contents

Cover Letter	3
TSCTI's Qualifications	5
<i>General Company Overview</i>	5
<i>Ability to Provide the Required Services</i>	15
Documentational Proofs.....	21
<i>Reference #1</i>	21
<i>Reference #2</i>	23
<i>Reference #3</i>	26
License, Permits, and Certifications	29
Forms	31



Cover Letter

Attn: Crystal Husted,
Department of Administration, Purchasing Division
2019 Washington STE, Charleston, WV, 25305

Subject: CRFQ 0511 MIS2500000001- Technical Temporary Staffing Services

“22nd Century Technologies, Inc.” (hereafter referred to as “TSCTI”) is pleased to submit this proposal to the West Virginia Department of Administration (hereafter referred to as “Agency/ Department”) for CRFQ#0511 to provide Technical Temporary Staffing Services.

Established in 1997 in New Jersey as a Corporation and *Headquartered in McLean VA*, locally present at *501 Wilson Lane, Elkins, WV, 26241*, where the office is 65000sq and since the establishment of the local office in WV, TSCTI has been offering jobs to the local residents. TSCTI offers a comprehensive range of additional services through its NOC, SOC, ITSM, and business operations centre; a Centre of Excellence and Innovation Hub located in TSCTI's WV regional office, which can be customized based on the specific needs and preferences of the client led by TSCTI's Chief Growth and Innovation Officer and Chief Technology Officer. TSCTI's contracts with similar needs as Department's are handled at this centre and TSCTI's efforts of giving jobs to local staff thereby helping them not to relocate to other big cities to find job is appreciated by *Governor Jim Justice & Cabinet Secretary Mitch Carmichael – WV, Department of Economic Development. In the span of just 5 years, TSCTI has successfully placed more than 50 residents from WV to different projects working with clients across the nation.* TSCTI is a matured Technical Temporary Staffing Service provider, appraised at *CMMI Level 3* and certified as an *ISO 9001:2015, 20000-1:2018, 27001:2013* with *27+ years of experience* in providing similar Technical temporary staffing services on over *450 contracts with Federal, State, and local* agencies as prime contractors. TSCTI is a *certified national minority enterprise* offering a 360-labor solution to our clients. TSCTI was recognized as the largest staffing firm in the US by *Staffing Industry Analysts (SIA) in 2023*. We have a *presence in 50 states* across the nation and 35+ regional offices throughout the United States. With a *D&B Open rating score of 95*, we have been successfully serving a customer with a high level of customer satisfaction.

Experience with State and Local Departments: Below we have provided the list of major Contracts with various State and Local government authorities:

- We have been serving several contracts in the State of WV including but not limited to *three active contracts with the State of WV – Direct Care Staffing Services, Temporary Staffing Services under two different category requirement and an active contract with West Virginia University under Search Services for Technical positions.* TSCTI has placed over 50 Technical Temporary staff on these contracts.
- We won a five-year MSP contract with the State of New Jersey which includes support to 150+ State agencies.
- TSCTI has been serving more than 30 statewide contracts including State of West Virginia.
- Serving long-term contracts with more than 5 years duration on major clients including but not limit to; *City of Ventura CA, City of Phoenix, City of Dallas, San Antonio Water Systems, Fire Department of New York, Port Authority of New York and New Jersey, Community college of Aurora, Department of Military Affairs, and many more* where TSCTI has placed more than 200 technical personnel and 90% of the technical staff is actively serving the contracts, still.
- Single Vendor IT Contracts: 30+ Contracts- *Capital Metropolitan Transportation Authority, Dallas Area Rapid Transit, Port Authority of NY & NJ, Port of Long Beach, Louisiana Department of Education (EDLINK), Florida Retirement System, City of Dallas, City of New Orleans, Teacher Retirement System, Buffalo Public School, Fire Department of NY, Governor Office of Storm Recovery, Dallas County, NY Information of Technology Services, City of Topeka – KS, City of Roanoke -VA, Buffalo Public School, Ohio Turnpike and Infrastructure and Commission, MASSTECH, City of Cedar Park -TX, and more*
- The Maryland State and Local Board of Elections (supported the election day staffing by 450+ consultants)
- Fire Department of the City of New York (placed 200+ consultants)
- In 2021, we won an MSP contract for temporary staffing services with the Department of Management Services, FL in which we have placed and managed the payroll of more than 1,000 professionals till date.
- American Bar Association (Managing the payroll of 50+ National and International consultants)

TSCTI is a single vendor under a State-wide contract for similar Technical temporary staffing services for more than 150 New Jersey agencies. TSCTI has managed the manpower of over 20,000+ staff under the contract and *over 5200+ are still under active contract.* With 6,500+ internal employees, a trained team consisting of 180+ domain-specific recruiters (*TSCTI has a Department dedicated Recruitment team who have been constantly updating the resume database for the Department-specific categories*), data miners, and research analysts, a *proprietary resume database of 5.5 M+ (more than 55% has been updated as per the Department specific needs)*, local Account Management team holding experience of working closely with State of WV, utilizing the collective experience, TSCTI is capable of providing the right professionals within the minimal timeline for both; *project-based and staff-augmentation work.*



For more than two decades TSCTI has been providing Technical temporary staffing services similar to the Department's requirement across the state and nation. Leveraging its extensive experience TSCTI has built an in-depth understanding of the Department. We understand that Department works in a fast-changing IT environment with many different systems and applications based on the **mainframe Natural and DB2, client server PowerBuilder and Oracle, and web applications, Java, and Visual Studio/ MVC**, designed to help Department's operations in West Virginia. To enhance its systems and streamline the operations using TSCTI's technical expertise and support in accomplishing specific project goals, Department is looking to augment their Technical Staffing needs. The specific requirements include **technical expertise in developing the new computer systems, modifications, and enhancements to existing computer systems**. Upon being awarded under this contract, TSCTI ought to **mentor, provide technical training, shadowing, and support, to the State** employees which will further help Department in expediting the delivery order services. TSCTI is confident in fulfilling these specified requirements as in the similar contract with the Port Authority of New York and New Jersey (PANYNJ), TSCTI has been supporting in enhancing its IT capabilities and has been meeting the evolving requirements. Working across complex technologies like **.NET, .NET framework software, MS SQL Database, C3, Visual Studio/ MVC**, and many more, PANYNJ required technical temporary staffing solutions to navigate challenges and drive innovation. TSCTI's team of IT professionals seamlessly integrated into PANYNJ's operations, offering expertise in **Microsoft SQL Server, C# development, and MS Access VBA**. By providing specialized talent tailored to the unique requirements of each project, TSCTI facilitated the successful migration of legacy applications to modernized platforms, such as C# with direct integration to SQL Server. TSCTI is confident in our ability to meet and exceed Department's requirements for Technical temporary staffing services and is **the best-qualified firm to perform the Department engagement**. Our proven processes, coupled with our extensive experience and unique approach to candidate discovery, make us an ideal candidate for this contract.

In our proposal, we have provided a detailed response that showcases our ability by showcasing an evidence of successful prior similar projects to **fulfill the requirements outlined in the RFQ within the specified time period** including all position titles for the categories; **Senior Web Application Analyst, Senior Application Oracle Database Administrator, Senior Application DB2 Database Administrator, SQL Server Database Administrator, Help Desk Analyst, Business Analyst, Information Systems Assistant, Programmer Analyst, Senior Mainframe Application Analyst, Mainframe Application Analyst**. Our proven recruitment, screening, background check, onboarding, and Q/A processes, which are ISO-compliant, will be utilized to ensure that we deliver the best possible results to the Department and will be the key factors to ensure the **"Section 4- Mandatory Contract Items and Deliverables"**. Our unique Staffing Resource Assessment (SRA) and job requisition process will enable us to identify the tangible and intangible skill sets required for a successful fit with the Department. This approach considers business goals, organizational structures, future staffing needs, contracts, and other elements to find the right match. At TSCTI, **we prioritize candidate discovery**, using extensive industry resources, including both active and passive channels, to identify the perfect candidate. We then select only those technical professionals **who possess the matching skills, certifications, and qualifications** requested by the client. We guarantee that after matching the Department's specified job description up to a minimum of 98%, we will formulate and deliver the shortlisted candidate. From this point on, Department may determine the Technical temporary professional with whom they would like to meet for a formal interview. Throughout the entire process, our dedicated Account Manager will be in regular communication with the Department's point of contact (POC) and will monitor the selected IT temporary staff to ensure that they provide the Department with the desired results. We prioritize client satisfaction and will request feedback through surveys and inspection calls to verify that the Department is satisfied with our services.

Our team understands the importance of adhering to the Department's terms and ensuring that they are met to the highest possible standards for all entities within the **West Virginia Office if Shared Administration including but not limit to West Virginia Department of Health, West Virginia Department of Health Facilities, West Virginia Department of Human Services, and Office of Management Information Services (OMIS)**. We value transparency and clear communication, which is why we have taken the time to thoroughly examine the **Department's background and current operating environment** and ensure that we can deliver them to the best of our abilities. Our commitment to meet and exceed the expectations of the Department is unwavering, and we are fully prepared to deliver the highest level of service to ensure a successful partnership. Furthermore, TSCTI has carefully read, understood, and agree to **"General Terms and Conditions"** for RFQ, and all other solicitation terms including the **"Mandatory Contract items and deliverables"** mentioned in the solicitation across the Section – 4 and hereby **declare the intend to bid on all 10 (ten) classifications**.

The attached TSCTI response addresses all requirements and services identified in the RFQ. If Department determines that TSCTI's response is deficient in any way, TSCTI requests to be promptly notified and be given the opportunity to correct any such deficiency. TSCTI is pleased to bring the highest level of corporate commitment to bear on this contract. Should you have any questions regarding this proposal, please feel free to contact me.

Sincerely,

Ashley Christina De Sa, Administrator
22nd Century Technologies, Inc.



TSCTI's Qualifications

3.1 Vendor shall be in business for at least five (5) years, providing similar IT staffing 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.

General Company Overview

Incorporated in 1997 in Delaware, locally present in Elkins, WV, TSCTI is a nationwide temporary technical staffing services provider. We have **more than 27 years of experience in providing qualified technical staff** on strategic initiatives and optimal technical solutions to various Local, State and Federal government. Our services are certified at **Capability Maturity Model Integration (CMMI) Level 3, International Organization for Standardization (ISO) 9001:2015, 20000-1:2018, and 27001:2013 and based on PMBoK and ITIL standards**. With the D&B open rating score of 95, we have been successfully serving our customers with top-notch customer satisfaction. As one of the premier firms in providing Technical Temporary staffing services, TSCTI has **a staff of 6500 internal workforce** and offers a comprehensive array of IT services as well as world-class Technical Temporary Staffing services to our major clients from **State of WV, West Virginia University, City of Dallas, Port Authority of New York and New Jersey, Governor's Office of Storm Recovery (GOSR), Long Island Power Authority (LIPA), University of Miami Hospital, Ohio State University Medical Centre, Stony Brook University Hospital, Medifac Inc, Johns Hopkins University, University of Texas Medical Branch, University of Massachusetts Medical School, National Institute of Health, Fire Department of New York (FDNY), Baltimore County Public Schools, Maryland Health Benefit Exchange, Arlington County, Fairfax County Public Schools, Denver County-CO, Ohio Turnpike Lottery Commission, Maricopa County-AZ, Cleveland Metroparks, Cleveland Airport System, Ohio Veterans Homes, Cincinnati Metropolitan Housing Authority, The Ohio Department of Developmental Disabilities, State of Ohio – Department of Administrative Services, City of Dayton, City of Piqua, Cuyahoga Metropolitan Housing Authority, Kent State University, Columbus City Schools, UN Women, Department of Corrections and Community Supervision (DOCCS), Ohio Department of Developmental Disabilities, Lucas County Corrections Center, Ohio Department of Veteran Services, the Air Force, Defense Logistics Agency, U.S. Army, U.S. Navy, Federal Bureau of Investigations, Department of Interior, USPS, Marine Corps the Department of Agriculture and many more.**

We have consistently demonstrated our ability to address the specific needs of clients similar to the industry domain as “Department”, including managing complex projects, ensuring compliance with regulatory standards, and delivering on-time and within budget. Below is the list of our clients, but are not limited to whom we are providing similar services, demonstrating our extensive level of experience in last 5 years with Federal, State, and Local Government agencies across the US:

State			
State of Alabama	State of New Mexico	State of Tennessee	State of Minnesota
State of Colorado	State of North Carolina	State of Texas	State of South Dakota
State of Connecticut	State of Mississippi	State of Utah	State of South Carolina
State of Iowa	State of Ohio	State of Vermont	State of Montana
State of Florida	State of Oklahoma	State of Washington	State of Michigan
State of Maryland	State of Pennsylvania	State of New Jersey	State of Rhode Island
State of Nevada	State of Arkansas	State of California	State of Wyoming
County/City			
City of Palo Alto (CA)	City of Milwaukee (WI)	Kansas City (MO)	City of Memphis (TN)
Orange County (CA)	City of Nashville (TN)	Maricopa County (AZ)	City of Mesa (AZ)
Arapahoe County (CO)	City of Phoenix (AZ)	Miami-Dade County (FL)	Fauquier County (VA)
Baltimore County (MD)	City of Portland (2) (OR)	Nashville County (TN)	Harford County (MD)
Broward County (FL)	City of Tacoma (WA)	New Castle County (DE)	Prince George County (MD)

TSCTI's Values and Qualifications

Our Vision – Customer Satisfaction through Motivated Staff
Our Commitment – Right People, Right Time, Right Price

Strengths

- ISO 9001:2015 Certified Recruitment Process
- Resume Database of 5.5 M+ Consultants across US
- 180+ domain specific recruiters
- **6500+ Workforce**
- **D&B Open Rating Score 95 and DNB Financial Score 85**

Experience

- 27 Years' Experience Providing IT Temporary Staffing
- **2000+ Technical Temporary** Placements in last three years of worth 5M.
- 30-Statewide contracts including **State of WV**
- More than **30,000 Technical placements across USA**

Quality & Certifications

- ISO 9001:2015, 20000-1:2018, 27001:2013
- CMMi Level 3

Awards and Recognitions

- Forbes: Best companies to work for, **“SIA Largest Staffing Firms”** in the US-2023
- Received Awarded as America's Greatest Workplaces for Diversity 2023
- America's Best Large Employers for 2022 and as an Inc. 5000 honoree for 12 consecutive years





City of Alexandria (VA)	Clark County (NV)	Wake County (NC)	Suffolk County (NY)
City of Bellevue (WA)	County of Hawaii (HI)	Oakland County (MI)	City of Durham (NC)
City of Henderson (NV)	Dade County (MI)	Palm Beach County (FL)	Pinal County (AZ)
Agency			
California Multiple Award Schedules	Maricopa County Community College (AZ)	Hillsborough County Public Schools (FL)	Department of Finance & Administration (TN)
Pennsylvania State System of Higher Education (PA)	Fort Worth Independent School District (TX)	United Nations Development Program	Washington Metropolitan Area Transit Authority (DC)
Montgomery College (MD)	Arlington County School Board	Wayne State University (MI)	University of Mississippi
United Nations Population Fund	Douglas County School District	University of West Virginia (WV)	Human Resource Management (WA)
County Of Sacramento (CA)	Orange County Public Schools	LIPA (NY)	Judicial Council of California
Florida International University	Department of Transportation (OR)	North County Transit District (CA)	School District of Greenville County
University of Texas Medical Branch	San Antonio Water System (TX)	Wayne County Airport Authority (MI)	Iowa Communications Network (IA)
Southern Illinois University	Metro-North Railroad (NY)	University of Oklahoma (OK)	Community Transit (WA)
Board of Water Supply (HI)	Miami University (OH)	Sound Transit (WA)	AHCCCS (AZ)
Central New Mexico Community College (NM)	Eugene Water & Electric Board (OR)	Upper Rio Grande Workforce Development Board (TX)	Beaufort County School District (SC)

We are proud to announce that our commitment to excellence in technical temporary staffing services has been recognized by our valued clients to whom we have been serving for more than 5 years. As a result of our dedication to providing high-quality staffing solutions, we have successfully secured renewals for contracts (showcased in **table below**) that were previously set to expire. This is a testament to our ability to understand and meet our clients' unique staffing needs, as well as our exceptional track record of delivering results. We remain committed to maintaining this level of excellence and continuing to exceed our clients' expectations.

Client Contract	Title	Duration	Renewals (Till Date)
State of Montana	Temporary Services	Oct 2008 to Present	3
City of Phoenix, AZ	Temporary Service	Dec 2008 to Present	3
State of Colorado	Temporary Personnel Services	July 2008 to Present	3
Washington State Department of Transportation	IT Staff Augmentation Services	Apr 2008 to Present	3
Palm Beach County	IT Temporary Services	Dec 2007 to Present	3
Washington Metropolitan Area Transit Authority	IDIQ For IT Consulting Services	Jun 2011 to Present	2
Montgomery College, MD	IT Staffing Services	Jul 2013 to Present	2
Maryland Health Benefit Exchange	MHBE IT-IDIQ, Consulting & Technical Support	Jul 2011 to Present	2
State of Ohio - Dept. of Administrative Services	IT Temporary Services	Jan 2009 to Present	2
State of Florida	IT Temporary & Consulting Services	Sep 2009 to Present	2
State of Wyoming	Employment Services	Nov 2010 to Present	2
United Nations Development Program, NY	IT Professional Services	Jun 2009 to Present	2
Orange County, CA	Temporary IT Professionals Services	Dec 2012 to Present	1

Our 27 years of experience has led us to structure our Technical Temporary Staffing Services in such a way that it reduces operational costs, increases customer satisfaction, adds competitive differentiation, and enables transformation to the client business processes and operations. We also provide temporary employment services on strategic initiatives and optimal staffing and technical solutions to various public sector agencies through our CMMI and ISO-compliant processes. To augment the capability of our recruiters, we have a premium account on all the popular job websites, such as **LinkedIn, Monster, Dice, Indeed, CareerBuilder**, etc. Since inception, we have successfully acquired, managed, and provided a variety of professionals in the area of **Senior Web Application Analyst, Senior Application Oracle Database Administrator, Senior Application DB2 Database Administrator, SQL Server Database Administrator, Help Desk Analyst, Business Analyst, Information Systems Assistant, Programmer Analyst, Senior Mainframe Application Analyst, Mainframe Application Analyst**, and many more such services on diverse platforms to both Government and Commercial agencies.

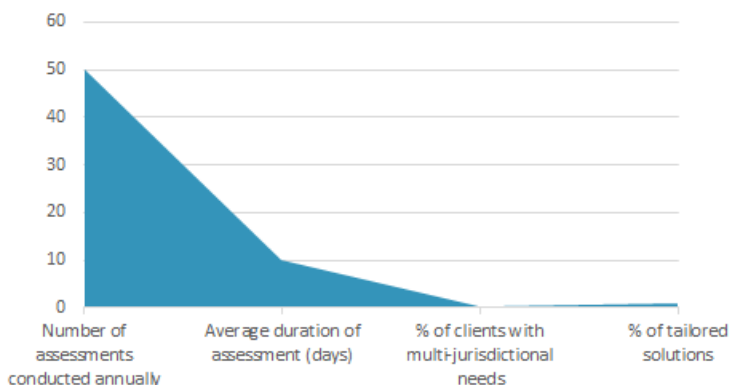
At TSCTI, we pride ourselves on our extensive experience and proven track record in providing high-quality technical temporary staffing



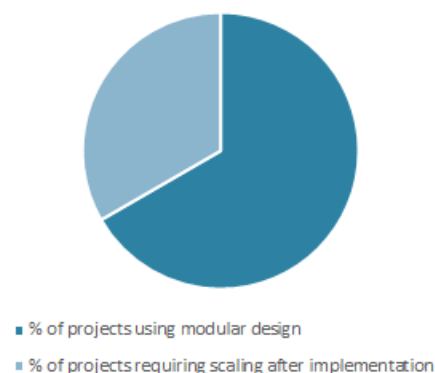
services to various federal, state, and local agencies. Our focus is on delivering qualified candidates who meet all of the requirements of our clients while ensuring cost-effective, timely, and professional staffing solutions. Over the years, we have developed robust processes and best practices that allow us to exceed client expectations in compliance with strict RFQ guidelines, such as those detailed in the solicitation provided by the Department. We understand the Department's specific requirements regarding hourly rate inclusivity, compliance with employment and legal standards, prompt response times for staffing needs, and a keen focus on providing highly qualified candidates within stipulated timeframes. TSCTI has consistently provided staffing solutions in adherence to similar requirements in multiple projects, ensuring client satisfaction and continuous service delivery. To successfully fulfil the Department's requirements below we have listed the key components of TSCTI's Service Delivery Model;

1. **Comprehensive Needs Assessment:** Before engaging in any project, TSCTI conducts a thorough assessment of the Department's specific needs, ensuring that we fully understand their objectives, regulatory requirements, and operational challenges. This ensures that our solutions are not just tailored but optimized for the client's environment.
2. **Scalable solutions with modular capabilities:** TSCTI specialize in delivering scalable solutions that allows clients to expand or adjust services as their needs evolve. This is particularly valuable in multi-jurisdictional and large-scale projects, where flexibility is key. Our modular approach allows us to integrate additional functionalities, such as data management, reporting systems, or compliance modules (such as HIPAA), without disrupting ongoing operations.
3. **Expertise across multiple domains:** With a deep pool of expertise in sectors such as IT services, public safety, healthcare, and government operations, TSCTI utilizes diverse sourcing channels such as JovDiva, and other job boards, to source and screen a vast workforce of skilled professionals and bring seasoned professionals with relevant experience to every engagement. Our ability to quickly source and deploy experts in specialized areas ensures smooth project execution and service continuity.
4. **Compliance with regulatory and legal standards:** We prioritize strict adherence to local, state, and federal regulations, ensuring that all services meet legal requirements. This includes data security measures, compliance with employment standards, and industry specific regulations such as HIPAA, NIBRS, or CJIS, as applicable. This commitment to compliance ensures that projects proceed smoothly and without legal risks.
5. **End to End Service Delivery:** TSCTI offers complete lifecycle management for all projects. From initial assessment and planning to implementations, training, and ongoing support, we manage each aspect of the service. This approach minimizes operational disruption and ensures that all client needs are met comprehensively.
6. **Customized Data Management and Migration:** In every project, we ensure seamless data migration and integration with existing systems. TSCTI's teams manage the safe and compliant transfer of data, ensuring no loss or compromise during transitions. We also design data solutions that allow for easy reporting and compliance audits.
7. **Robust Security and Continuity Measures:** TSCTI, being ISO 27k1 certified acquired SOC II audits, places the highest importance on data and system security. Our projects feature built in safeguards, including multi-layered encryption, disaster recovery protocols, and regular system audits, ensuring that sensitive data is protected at all times. We guarantee system uptime and service continuity even during unforeseen events.
8. **Training and Ongoing Support:** We provide detailed training and knowledge transfer to ensure the client's team can effectively use and manage the deployed solutions. Our post implementation support includes regular updates, technical support, and performance optimization, ensuring long-term success for every client.

Client's Need Assessment

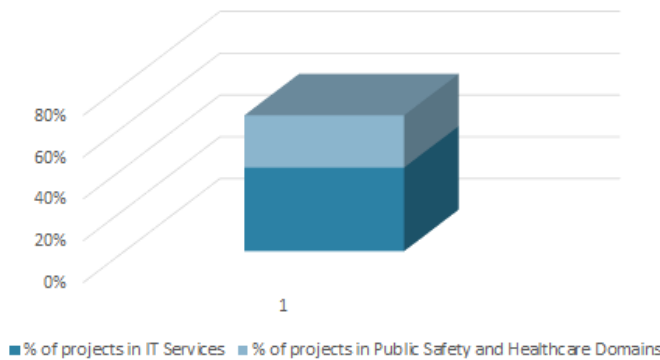


Scalable Solutions

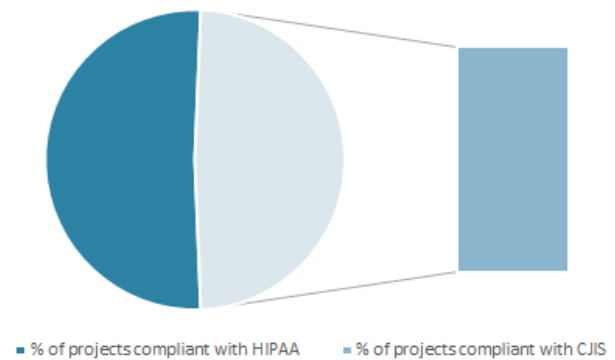




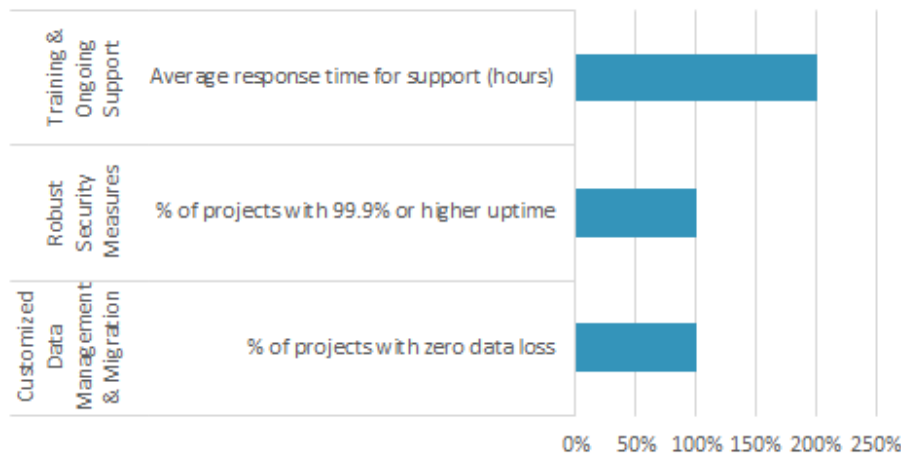
Expertise Across Domains



Compliance with Legal Standards



Statistics Across major Department Requirements



TSCTI team ensures successful implementation of best practice solutions while minimizing disruption and maximizing return on investment for our clients. Our consultants' qualifications include 65% having a master's degree, 90% having Bachelor's degree, and 70% having certification in their key skills/technologies. Most of the candidates offered by us are certified professionals in their respective fields. ***TSCTI has a staff of over 20,000 people experienced in various IT skill sets throughout the US with 2,500+ staff placed in FY'23 on different contracts across U.S. including the State of WV. The highlight of our qualifications is shown in figures.***



TSCTI's Key Highlights



Capability of TSCTI and highlight of our competencies

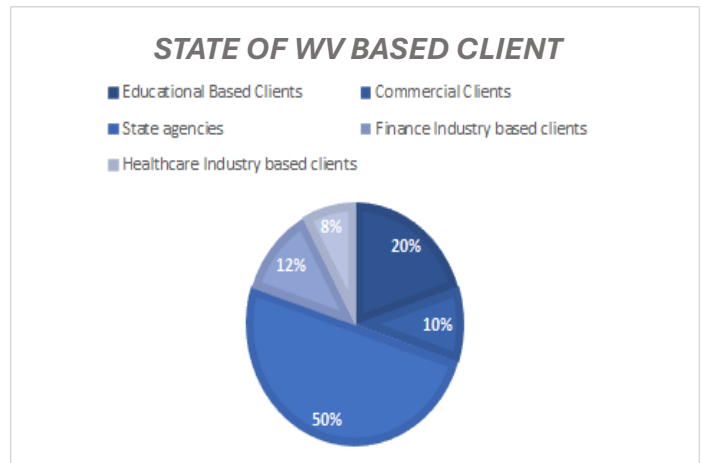
TSCTI's Historical Background: TSCTI is a leading Technical Temporary Staffing services firm in the country with 35 regional offices and a presence in all 50 states. We started our journey with 200 employees and today we stand strong with 6500 full-time equivalent employees (FTEs), TSCTI stands as a sizable privately held company. Our robust workforce enables us to effectively tackle a wide range of projects and provide comprehensive solutions to our clients. The depth and breadth of our team allow us to handle complex IT initiatives, ensuring that we have the expertise and resources to deliver exceptional services and meet the evolving needs of our clients. Our values are built on a tradition of integrity, quality, and service excellence — keys to the longstanding relationships we create with customers, employees, and suppliers. *As our name implies, we are a forward-thinking company with the goal of helping our customers implement innovative solutions that will satisfy their business needs.*

- ✦ **In 2023**, TSCTI's influence expanded further, earning recognition as one of the *"Most Promising Managed IT Service Provider"*, awarded as *"2024 Techworker provider"*. It also secured the *"Awarded as America's Greatest Workplaces for Diversity 2023"*, *"SIA IT Staffing for 2023"*, and *"Best Government Contracting Company of the Year"* award in the category of \$50M+ at the ICON awards hosted by the Maryland Tech Council. We also are awarded *\$47M+ 2.5 year task* for the *US Navy's CIO Services* in support of MyNavy HR Enterprise. TSCTI's global reach was exemplified as it clinched victory in the Global Pith competition at TieCon Silicon Valley and received the prestigious *"Jewels of Asia Power 30 Award"* in the \$100+ million award category by the Asian American Chamber of Commerce. Additionally, it was acknowledged as the *"NVTC Tech 100 Honoree"* and *ranked #86 in the 2023 Solution Provider 500*. TSCTI's unwavering dedication to excellence and innovation was underscored by its inclusion in the *Elite 150 of the 2023 Managed Service Provider 500*.
- ✦ **In 2022**, TSCTI continued its successful journey, earning recognition as the *"Forbes Best Software Company to Work"* and securing the title of *"Most Promising Low Code No Code Platform Solutions Provider"* by CIO Review. It further solidified its position as a *leader in government business, ranking 12th* among the fastest-growing government businesses according to Washington Technologies. TSCTI's commitment to diversity was celebrated as it became one of *"America's Greatest Workplaces for Diversity"* and was honored as a *"Tech 100 Company"* by the Northern Virginia Technology Council.
- ✦ **In 2021**, TSCTI's success story continued, with notable achievements including being named *a 10-time honoree on the Inc. 5,000 list*. It secured high rankings in the IT industry, earning *the 86th position among the fastest-growing companies* in New Jersey and *the 17th spot among the fastest-growing US staffing firms* according to SIA. CRN recognized TSCTI as one of the *"Top 10 Managed IT Services Companies"* and *"Top 10 Most Promising Cloud Services Companies."*
- ✦ **In 2020**, TSCTI maintained its impressive growth trajectory, *ranking 1071 on the Inc. 5,000 list of the fastest-growing private companies in America*. It also earned recognition as one of the *"Top 10 Naval Tech USA Consulting/Services Companies"* in the aerospace and defense sector and was featured among the *"Top 500 Diversity Businesses in the Nation."*
- ✦ **In 2019**, TSCTI was acknowledged as one of the *"Top 10 Most Promising SharePoint Solutions Providers"* by CIO Review magazine, highlighting its expertise in SharePoint solutions.



In 2018, TSCTI ranked 3rd in the NJ Fast 50, solidifying its position as one of the fastest-growing companies in New Jersey. Additionally, it earned recognition as a "Top Diversity Owned Business in the USA" and received the "Top 500 Global Software Magazine" award, underscoring its rapid growth and expertise in software.

Similar Technical Staffing Services: As a full-service staffing enterprise, we provide the following services: contingent, temporary to hire, direct hire, payroll, independent contractors, SOW, and Project labor across a spectrum of skill sets. TSCTI holds strong experience in providing Technical Temporary Staffing services in the state of WV and across USA. The statistics for the service-provided sector as shown in Fig. Below is provided a synopsis of our category-specific experience (shown in table below) where the personnel provided have been responsible to provide Technical Temporary Staffing Services across the categories similar to the Department's requirement.



Category	State of West Virginia- WV	West Virginia University- WV	Arlington County, VA	New York State (NYS) Office of Information Technology Services (ITS)	Fire Department of the City of New York (FDNY), NY	Metropolitan Transportation Authority (MTA)	San Mateo County Transit District (SamTrans)	Aurora Community College, CO	Jefferson County Public Schools	Denver County	Douglas County School District	City of Fort Collins	Arapahoe County
Senior Web Application Analyst	X	X		X	X		X	X	X	X		X	X
Senior Application Oracle Database Administrator	X	X	X	X	X	X		X	X		X	X	
Senior Application DB2 Database Administrator	X		X	X			X	X	X	X	X	X	X
SQL Server Database Administrator	X	X	X	X	X	X		X		X	X	X	X
Help Desk Analyst	X	X		X	X	X	X	X	X	X	X	X	X
Business Analyst	X	X	X	X		X	X	X		X	X	X	X
Information Systems Assistant	X	X		X	X			X		X	X		X
Programmer Analyst	X		X		X	X	X	X	X		X	X	
Senior Mainframe Application Analyst	X	X		X	X		X	X	X	X		X	X
Mainframe Application Analyst	X	X	X	X	X	X		X	X		X	X	

We have been successful in providing over 550M+ worth (contract budget) of Technical temporary staffing services, from major Trunk projects i.e. from cradle to grave IT projects under various Master Agreements, along with long-term partnering with various Federal, State-wide and local agencies. Below given are few case studies to highlight our experience with the respective clients;

Name of the client organization	State of West Virginia
Contract Duration	2018- Ongoing
Contract Value	\$25,000+
Background: With a population exceeding 1.7 million residents, West Virginia is known for its diverse demographics, including predominantly White, African American, and Hispanic populations. The state's capital and largest city is Charleston, while other major urban centers include Huntington, Parkersburg, and Morgantown. The state is home to numerous educational institutions,	



including universities, colleges, and vocational schools, providing educational opportunities to its residents. West Virginia's cultural heritage is celebrated through traditional Appalachian music, arts, crafts, and festivals, reflecting the state's rich history and vibrant community spirit.

Objectives: The State had to ensure that they could access skilled professionals for technical roles across its multiple departments as needs, with timely replacements and compliance with all the staffing requirements as detailed across their Task Order job description. They were looking for a vendor to meet the state's expectations by providing qualified candidates within specified timelines and adhering to legal and procedural guidelines. To maintain a clear communication channel with the state that wanted to ensure the vendor responsibilities that all staffing candidates are vetted, properly documented, and consistently meet or exceed the state's standards.

Description of the contract: The State requested proposals for professional technical staffing services to provide personnel to support IT projects implemented across different systems based on MS SQL database servers coded in C#, Visual Studio, Visual Basic, and more, on as-needed basis. As IT temporary staffing was needed TSCTI was contacted to provide offeror resumes and all-inclusive hourly rates or fixed price quotes for defined tasks on identified projects. Selection of Offerors for individual projects was based on the availability of offerors, skill set and experience of offerors offered and all-inclusive hourly rates or fixed price offered for the project.

The state required a swift turnaround for technical staffing needs, demanding that vendors provide qualified candidates within strict timeline such as within 48 hours, to acknowledge and fulfil the request. The hourly rate needed to cover all costs, including taxes, insurance, and fringe benefits, while preventing any additional charges for overtime, travel, or other expenses. The state mandated that all provided candidates must consistently perform their contractual duties. Any failure could result in contract termination or replacement within a specified period.

Positions: TSCTI received supported the State through multiple positions including but not limited to;

Senior Web Application Analyst	Senior Application Oracle Database Administrator
Senior Application DB2 Database Administrator	SQL Server Database Administrator
Help Desk Analyst	Business Analyst
Information Systems Assistant	Programmer Analyst
Senior Mainframe Application Analyst	Mainframe Application Analyst

Name of client organization	West Virginia University
Contract Duration	2019- Ongoing
Contract Value	\$2M+

Background: West Virginia State University (WVSU) is a public historically black, land-grant university in Institute, West Virginia. Founded in 1891 as the West Virginia Colored Institute, it is one of the original 19 land-grant colleges and universities established by the second Morrill Act of 1890, which evolved as a diverse and inclusive campus. Following desegregation, WVSU's student population slowly became more white than black. As of 2017, WVSU's student body was 75% white and only 8% African-American.

Description of the contract: West Virginia University (WVU) was seeking professional technical staffing services to support its diverse range of IT projects and initiatives. The university's IT infrastructure encompasses various systems based on MS SQL database servers and utilizes programming languages such as C#, Visual Studio, Visual Basic, and more. The scope of the contract involves providing qualified personnel on an as-needed basis to augment WVU's existing IT workforce and support project implementation. TSCTI, as the selected vendor, will be responsible for sourcing and providing highly skilled professionals with expertise in the specified technologies and programming languages. To meet the WVSU's requirement, TSCTI was expected to establish a dedicated team to manage the staffing needs, ensuring acknowledgment within 48-hour window and submission of qualified candidate lists within 10 business days. TSCTI ought to develop a comprehensive candidate database to quickly match skilled professionals with the State's technical needs. All candidates were required to be thoroughly screened to meet the WVU's classification requirements, with proper communication, including resumes, and qualification verification. TSCTI was required to provide an all-inclusive hourly rate for all candidates, to guarantee cost transparency and compliance with WVU's budgetary constraints.

Positions: The duration of employment varies depending on the specific needs of the hiring department, ranging for either short term or long-term assignment. In Total TSCTI has provided 15 FTEs as similar to requested by Department:

Senior Web Application Analyst	Senior Application Oracle Database Administrator
Senior Application DB2 Database Administrator	SQL Server Database Administrator
Help Desk Analyst	Business Analyst
Information Systems Assistant	Programmer Analyst
Senior Mainframe Application Analyst	Mainframe Application Analyst
Systems Administrator	Technical Writer/ Analyst
Business Analyst	Network engineer
Data Analyst	Project Manager
Software Application Developer	Financial Technical and Operational Analyst



Name of client organization	Fire Department of New York
Contract Duration	2018- Ongoing
Contract Value	\$7M+
Background: Fire Department of the City of New York (FDNY) is the full-service fire department of New York City, serving all five boroughs. The FDNY is responsible for fire suppression and fire prevention and is a major provider of EMS services in New York City. Beyond fire suppression and EMS, the FDNY is responsible for a broad range of services, including technical rescue, CBRN defense, and structural collapse response and analysis. The FDNY is equipped with a wide variety of general-purpose and specialized Vehicles, Tools and Equipment to serve its varied missions.	
Description of the contract: FDNY requested proposals for IT temporary staffing with duration of employment ranging to short and long-term projects and permanent positions. We also were requested to transfer the old-contracted employees under our payroll. The temporary workers provided by TSCTI are working till date with FDNY. Over the duration of the contract TSCTI was expected to consistently provide qualified technical staff while meeting all assignment deadlines and ensuring all the positions are filled promptly. TSCTI was ought to ensure compliance with federal and state regulations, providing all necessary documentation, proof of eligibility for employment, in US, and maintaining an independent contractor status for all the candidates. TSCTI was expected to adhere to the FDNY's fixed rate structure and successfully deliver the services within the budget, without any hidden costs or overruns,	
Positions: The duration of employment varies depending on the specific needs of the hiring department, ranging for either short term or long-term assignment. In Total TSCTI has provided 15 FTEs:	
Senior Web Application Analyst	Senior Application Oracle Database Administrator
Senior Application DB2 Database Administrator	SQL Server Database Administrator
Help Desk Analyst	Business Analyst
Information Systems Assistant	Programmer Analyst
Senior Mainframe Application Analyst	Mainframe Application Analyst
Help Desk Analyst	Business Analyst
.Net developer	HR Functional Analyst

Name of client organization	Arlington County, VA
Contract Duration	2019- Ongoing
Contract Value	\$3M+
Background: Arlington County, or simply Arlington, is a county in the U.S. state of Virginia. The county is located in Northern Virginia on the southwestern bank of the Potomac River directly across from Washington, D.C., the national capital. Arlington County is coextensive with the U.S. Census Bureau's census-designated place of Arlington. Arlington County is the eighth-most populous county in the Washington metropolitan area with a population of 238,643 as of the 2020 census. If Arlington County were incorporated as a city, it would rank as the third-most populous city in the state. With a land area of 26 square miles (67 km ²), Arlington County is the geographically smallest self-governing county in the nation.	
Description of the contract: Arlington County solicited proposals for professional technical staffing services to support its diverse range of IT projects and initiatives. The county's IT infrastructure encompasses various systems and technologies crucial for delivering essential services to residents and managing administrative functions. The scope of the contract involved providing qualified personnel on an as-needed basis to augment Arlington County's existing IT workforce and support project implementation. As the selected vendor, TSCTI has been playing a vital role in ensuring the success of County's IT initiatives by supplying skilled professionals with expertise in relevant technologies and domains.	
Positions: TSCTI has been awarded by County for providing Temporary IT Staffing Services to the Board. We are responsible for providing various services including but not limited to:	
Senior Web Application Analyst	Senior Application Oracle Database Administrator
Senior Application DB2 Database Administrator	SQL Server Database Administrator
Help Desk Analyst	Business Analyst
Information Systems Assistant	Programmer Analyst
Senior Mainframe Application Analyst	Mainframe Application Analyst
Help Desk Support	Software Developer/ Engineer
Systems Administrator	Technical Writer/ Analyst
Business Analyst	Network engineer
Data Analyst	Project Manager

Name of client organization	Dallas Area Rapid Transit (DART)
Contract Duration	2018- Ongoing
Contract Value	\$15M+





Background: Dallas Area Rapid Transit (DART) is a regional transit agency serving Dallas and its neighboring cities in North Texas. DART operates light rail, commuter rail, and bus services, providing transportation options to millions of passengers across the Dallas-Fort Worth Metroplex. The agency's expansive transit network helps connect residents to employment centers, educational institutions, entertainment venues, and other key destinations throughout the region.

Description of the contract: To DART TSCTI provides staffing as a sole service provider, and payroll services and facilitates the activities of the temporary technical individuals who provide services to DART but are not employees of DART. TSCTI effectively manages the employment of 450 individuals with a total payroll of \$5 Million annually, as well as fulfills all state and Federal tax and payroll requirements.

Positions: TSCTI has been awarded the contract for providing temporary staffing services and has provided services for over **550+ FTEs**. We are providing services including but not limited to:

Senior Web Application Analyst	Senior Application Oracle Database Administrator
Senior Application DB2 Database Administrator	SQL Server Database Administrator
Help Desk Analyst	Business Analyst
Information Systems Assistant	Programmer Analyst
Senior Mainframe Application Analyst	Mainframe Application Analyst
Data Analyst	Technical Writer
HR Functional Analyst	Oracle Financial Functional Analyst
Document Management Application Analyst	Integrations Technical Developer
CRM Functional Analyst	Project Manager
Identity and Access Management Application Analyst	SEO Specialist

Name of client organization	Illinois Department of Transportation (IDOT)
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Contract Duration	2017- Ongoing
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Contract Value	\$5M+
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Background: The Illinois Department of Transportation (IDOT) is the state agency responsible for planning, constructing, and maintaining Illinois' transportation infrastructure. IDOT oversees a vast network of highways, bridges, and public transit systems, playing a crucial role in supporting economic growth, enhancing mobility, and ensuring the safety of travelers across the state. The agency collaborates with local governments, transportation authorities, and other stakeholders to address transportation challenges and improve the quality of life for Illinois residents.

Description of the contract: IDOT requested proposals for temporary staffing on multiple profiles ranging from temp-to-permanent hire, full-time and part-time. We are single vendor contractor on the contract and our temporaries provided by TSCTI are working to date with the IDOT.

Positions: TSCTI has been awarded the contract for Providing IT services by IDOT. TSCTI is providing Temporary Professional Services. We are providing services including but not limited to:

Senior Web Application Analyst	Senior Application Oracle Database Administrator
Senior Application DB2 Database Administrator	SQL Server Database Administrator
Help Desk Analyst	Business Analyst
Information Systems Assistant	Programmer Analyst
Senior Mainframe Application Analyst	Mainframe Application Analyst
Senior Web Application Analyst	Senior Application Oracle Database Administrator

Name of client organization	School District of Palm beach county, FL
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Contract Duration	2019- Ongoing
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Contract Value	\$20M+
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Background: The School District of Palm Beach County (SDPBC) is the tenth-largest public-school district in the United States, and the fifth largest school district in Florida. The district encompasses all of Palm Beach County. For the beginning of the 2018–2019 academic year, enrollment totaled 192,533 students in Pre-K through 12th grades (K-12). The district operates a total of 180 schools: 109 elementary, 34 middles, 23 high, 14 alternative, adult and community, intermediate, and Exceptional Student Education (ESE). It has 27,168 employees and 45,000 volunteers.

Description of the contract: TSCTI entered this contract as a single vendor with the school as sole qualified firm to provide staffing and payroll services. Since 2019, we have provided services and made more than 200 placements. The school has spent \$20M+ on the services. TSCTI provided a dedicated Transition Program Manager and Account Manager who worked with the School to capture the incumbent staff and to bring them on our payroll.



Positions: TSCTI has been awarded the contract for Providing temporary staffing services as a sole vendor to the contract and has been responsible for employee management. We are providing services including but not limited to:

Senior Web Application Analyst	Senior Application Oracle Database Administrator
Senior Application DB2 Database Administrator	SQL Server Database Administrator
Help Desk Analyst	Business Analyst
Information Systems Assistant	Programmer Analyst
Senior Mainframe Application Analyst	Mainframe Application Analyst
Senior Web Application Analyst	Senior Application Oracle Database Administrator

Name of client organization	Seattle Public Schools, WA
Contract Duration	2013- Ongoing
Contract Value	\$6M+

Background: Seattle Public Schools is the largest public-school district in the state of Washington. The school district serves almost all of Seattle. Additionally, it includes sections of Boulevard Park and Tukwila. As of 2018, 113 schools are operated by the district, which serve at least 47,000 students throughout the city.

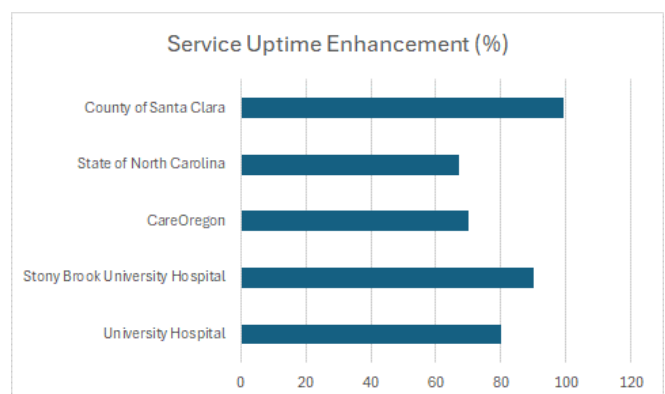
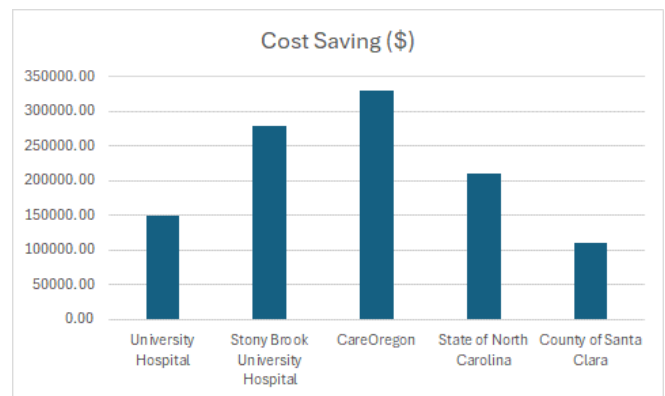
Description of the contract: TSCTI entered into a contract with the Seattle Public school in 2013 and has been bagging the renewals for more than 5 years now, to provide temporary staffing services where we have been responsible for the workforce management and payroll of the consultants required by the school. With our pro-active approach we have been serving the school by providing the top educated professionals and skilled consultants.

Positions: TSCTI has been awarded the contract for Providing temporary staffing services and have been providing consultants for profiles including but not limited to;

Senior Web Application Analyst	Senior Application Oracle Database Administrator
Senior Application DB2 Database Administrator	SQL Server Database Administrator
Help Desk Analyst	Business Analyst
Information Systems Assistant	Programmer Analyst
Senior Mainframe Application Analyst	Mainframe Application Analyst
Business Analyst	Network engineer
Data Analyst	Project Manager
Database Administrator	Quality Assurance Analyst

Service Quality: At TSCTI, our commitment to customer satisfaction is not just a statement; it's a tangible result that speaks volumes about the quality of our services. We take immense pride in sharing that our services have consistently earned high praise from our valued clients. **Our exceptional Customer Performance Assessment Rating (CPAR) of 97% serves as a powerful testimonial to the unwavering satisfaction our clients experience when partnering with us.** This rating reflects our dedication to understanding and fulfilling our clients' needs, ensuring that their objectives are not just met, but exceeded.

- **Elevating Excellence through CPAR Ratings:** Our 97% CPAR rating is a resounding affirmation of our customer-centric approach, which forms the bedrock of our service philosophy. This rating is the outcome of rigorous assessments and evaluations by our clients, showcasing their level of contentment with our solutions, support, and overall collaboration. The CPAR rating encapsulates not only the technical proficiency of our services but also our ability to establish lasting relationships built on trust, clear communication, and dependable service delivery.
- **Evidence of Impact Metrics:** To further emphasize the impact of our services on customer satisfaction, we present below a set of impact metrics. These *metrics outline tangible improvements and achievements that clients have experienced through our engagement.* These metrics serve as robust evidence that our services contribute significantly to enhancing *operational efficiency, streamlining processes, and driving positive outcomes*





for our clients. We believe that these metrics resonate louder than words, highlighting the substantial benefits that TSCTI brings to the table.

Ability to Provide the Required Services

Being a well-established IT temporary staffing service provider we are highly capable of delivering quality services to the Department. TSCTI has over 27 years of experience in delivering highly qualified and professional resources to a wide range of industries. Our proven recruitment, screening, background check, onboarding, and Q/A processes are ISO-compliant and designed to ensure that we identify and provide the right fit for our clients' staffing needs. Our team is composed of highly skilled and experienced professionals who provide exceptional service to our clients. We utilize a unique Staffing Resource Assessment (SRA) and job requisition process that considers all relevant factors to ensure a successful fit with the client's organization. As a full-service staffing enterprise, we provide the following services: contingent, temporary to hire, direct hire, payroll, independent contractors, SOW, and Project labor across a spectrum of skill sets. Below are the competitive credentials/advantages/specialties of TSCTI which are the key differentiator and enable us to provide uninterrupted services to Department.

➤ Our People

- We only hire the TOP 10% of talent
- TSCTI's recruitment approach is powered by our ISO 9001-certified, and DCAA-approved recruiting process
- TSCTI have local office and employees ready to serve Department project
- We attain high employee satisfaction ratings on various employee-rated websites
- 96% employee retention rate
- Over 75% of our people possess eligible degrees and certifications. In the table below, we have listed the certifications and training that candidates are required to possess, with a minimum of two from the options provided. Additionally, the table outlines the minimum qualifications, education, and responsibilities for the position.

Categories	Training and Certifications	Minimum Qualifications
Senior Web Application Analyst	<ul style="list-style-type: none"> • Microsoft Certified: Azure Developer Associate • AWS Certified Developer – Associate • Certified Web Application Developer (CWAD) 	<ul style="list-style-type: none"> • Bachelor's degree in computer science, information technology, or a related field. • 5+ years of experience in web application development and analysis. • Proficiency in web technologies such as HTML, CSS, JavaScript, and frameworks like Angular or React. • Experience with web application security best practices and tools. • Strong understanding of cloud services like AWS or Azure. • Ability to analyze and troubleshoot performance issues and improve application scalability. • Excellent communication skills and the ability to collaborate effectively with development teams and stakeholders.
Senior Application Oracle Database Administrator	<ul style="list-style-type: none"> • Oracle Certified Professional (OCP) • Oracle Database 19c Administrator Certified Professional • Certified Information Systems Security Professional (CISSP) 	<ul style="list-style-type: none"> • Bachelor's degree in computer science, information technology, or a related field. • 5+ years of experience in Oracle database administration. • Proficiency in Oracle database tools and technologies such as RMAN, Data Guard, and Oracle RAC. • Experience in database security, performance tuning, and disaster recovery. • Knowledge of Oracle Cloud Infrastructure (OCI) and cloud database management. • Excellent problem-solving skills and experience with high-availability solutions. • Strong communication skills and ability to work effectively with cross-functional teams.
Senior Application DB2 Database Administrator	<ul style="list-style-type: none"> • IBM Certified Database Administrator – DB2 • IBM Certified Advanced Database Administrator – DB2 • Certified Database Professional (CDP) 	<ul style="list-style-type: none"> • Bachelor's degree in computer science, information technology, or a related field. • 5+ years of experience with IBM DB2 database administration. • Proficiency in database performance tuning, optimization, and DB2 tools. • Strong understanding of database backup and recovery strategies. • Experience with IBM Mainframe systems and operating systems like z/OS. • Excellent troubleshooting skills for complex database issues. • Familiarity with security best practices and encryption techniques for DB2 databases.
SQL Server Database Administrator	<ul style="list-style-type: none"> • Microsoft Certified: Azure Database Administrator Associate • Microsoft Certified: SQL Server Database Administrator • CompTIA Security+ 	<ul style="list-style-type: none"> • Bachelor's degree in computer science, information technology, or a related field. • 3+ years of experience in Microsoft SQL Server database administration. • Proficiency in SQL, including design, implementation, and optimization of databases. • Knowledge of high-availability solutions such as AlwaysOn, replication, and clustering. • Experience with database security, backups, and recovery techniques. • Strong troubleshooting and performance tuning skills. • Excellent communication and teamwork skills.
Help D	<ul style="list-style-type: none"> • CompTIA A+ 	<ul style="list-style-type: none"> • Bachelor's degree in Information Technology or Computer Science • 2+ years of experience in technical support or help desk roles.



	<ul style="list-style-type: none"> HDI Desktop Support Technician (HDI-DST) CompTIA Network+ 	<ul style="list-style-type: none"> Proficiency in troubleshooting hardware, software, and network issues. Experience with ticketing systems like ServiceNow or Jira. Knowledge of basic networking concepts like TCP/IP and DNS. Strong customer service and communication skills. Ability to work in a team environment and resolve issues quickly.
Business Analyst	<ul style="list-style-type: none"> Certified Business Analysis Professional (CBAP) Agile Analysis Certification (IIBA-AAC) Certified Information Systems Auditor (CISA) 	<ul style="list-style-type: none"> Bachelor's degree in business, information technology, or a related field. 3+ years of experience in business analysis and requirements gathering. Proficiency in Microsoft Access and SQL databases. Strong problem-solving and analytical skills. Excellent communication and stakeholder management abilities. Knowledge of project management methodologies and tools. Experience in the Department or related industry is advantageous.
Information Systems Assistant	<ul style="list-style-type: none"> Microsoft Certified: Azure Fundamentals CompTIA IT Fundamentals (ITF+) Cisco Certified Technician (CCT) 	<ul style="list-style-type: none"> Associate degree in computer science, information technology, or a related field. 2+ years of experience providing technical support for IT systems. Basic knowledge of computer hardware, software, and networking. Experience with troubleshooting, configuring, and maintaining IT systems. Strong communication and customer service skills. Ability to work collaboratively in a team environment.
Programmer Analyst	<ul style="list-style-type: none"> Microsoft Certified: Azure Developer Associate AWS Certified Developer – Associate Oracle Certified Professional (OCP) 	<ul style="list-style-type: none"> Bachelor's degree in computer science, software engineering, or a related field. 3+ years of experience in software development and programming. Proficiency in programming languages such as Java, C#, or Python. Experience with database development and SQL. Knowledge of software development life cycle (SDLC) and Agile methodologies. Strong problem-solving and analytical skills. Ability to work independently and as part of a team.
Senior Mainframe Application Analyst	<ul style="list-style-type: none"> IBM Certified Specialist – z/OS IBM Certified Database Administrator – DB2 Certified Information Systems Auditor (CISA) 	<ul style="list-style-type: none"> Bachelor's degree in computer science, information technology, or a related field. 5+ years of experience with mainframe applications and z/OS systems. Proficiency in programming languages such as COBOL and JCL. Experience with DB2 databases and IMS. Strong understanding of mainframe security, performance tuning, and optimization. Excellent problem-solving skills and ability to troubleshoot complex mainframe issues. Strong communication and collaboration skills.
Mainframe Application Analyst	<ul style="list-style-type: none"> IBM Certified Specialist – z/OS IBM Certified Database Administrator – DB2 Certified Information Systems Auditor (CISA) 	<ul style="list-style-type: none"> Bachelor's degree in computer science, information technology, or a related field. 3+ years of experience in mainframe application analysis. Proficiency in COBOL and JCL programming. Experience with DB2 databases and IMS. Familiarity with mainframe security and best practices. Strong analytical and problem-solving skills. Ability to collaborate with cross-functional teams.

TSCTI's pre-screened candidate profiles with a respective accredited list of certifications.

➤ Vast Pool of Pre-Screened Candidates

TSCTI has a strong presence in Charleston, actively serving as a contractor under the statewide contract. Over the past two years, TSCTI has successfully **placed more than 75 technical staff, with over 60% of these individuals being local to Charleston**. This experience gives us a deep understanding of the Department's need for on-site personnel, which we are confident in fulfilling effectively. We maintain a robust pool of pre-screened candidates within West Virginia for Department-specific roles and have internal staff ready to start immediately upon Department selection. The table below provides a summary of placements across each category.

Positions	Resume Data Base Across the Nation	Resume Data Base Across WV	Internal Staff	Placements
Business Analyst	32890+	2360+	10	158
Data Analyst	23710+	1350+	11	182
Database Administrator	32260+	2140+	6	158
Help Desk Support	27430+	2130+	6	217
IT Service Continuity Analyst	25480+	1210+	8	118
Network Engineer	26550+	2130+	4	297
Project Manager	19330+	2450+	6	321
Quality Assurance Analyst	23110+	2220+	6	212
Security Analyst	22100+	1240+	4	112



Software Developer/ Engineer	32170+	2160+	5	321
Systems Administrator	24710+	2330+	4	414
Technical Writer	35260+	2670+	4	396

TSCTI's Resume database and Placements.

➤ Single Point of Contact

TSCTI is not weighed down by excessive levels of management. We maintain a dedicated single point of contact- The Account Manager. This not only ensures continuity but also reduces the chances of miscommunication and/or confusion about who to contact. TSCTI has assigned a dedicated Account Management team for the Department, readily available to visit Department POC on-site to provide immediate support. Being a current contractor with Department, TSCTI has made sure to assign the Department-experienced team to the contract to maintain the strong relationship that TSCTI has been building over the years.

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) Ashley Christina De Sa, Administrator

(Address) 8251 Greensboro Drive, Suite 900, VA 22102

(Phone Number) / (Fax Number) P: (866) 537-9191 Ext 2 F: 732-537-0888

(email address) sledproposals@tscti.com

CERTIFICATION AND SIGNATURE: By signing below, or submitting documentation through WYOASIS, 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.

22nd Century Technologies, Inc.

(Company)

Ashley de Sa

(Signature of Authorized Representative)

Ashley Christina De Sa, Administrator Date: oct 31, 2024

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

P: (866) 537-9191 Ext 2 F: 732-537-0888

(Phone Number) (Fax Number)

sledproposals@tscti.com

(Email Address)

➤ Certification Tracking and Compliance Monitoring:

TSCTI employs a comprehensive tracking system to manage and monitor the certification status of all technical personnel. Using an integrated HR and project management platform, we store detailed records of each consultant's certifications and expiration dates. Our system is equipped with automatic alerts and reminders that notify both the consultant and their managers when certifications are due for renewal. This allows us to ensure that recertifications are completed well in advance of their expiration, preventing any lapse in compliance. We also conduct routine certification audits and reviews throughout the engagement to verify that all consultants remain fully certified. This review process is part of our overall performance and compliance monitoring, which helps to mitigate any risks associated with lapsed certifications or regulatory non-compliance. If a technical professional's certification is approaching expiration, we proactively schedule the necessary training or recertification process to avoid any disruption to their work with the Department. Below is checklist conducted by TSCTI's team to verify U.S. citizenship of each candidate:

Confirm valid U.S. Passport or Birth Certificate.	<input checked="" type="checkbox"/>
Verify Social Security Number (SSN) through the SSA verification system.	<input checked="" type="checkbox"/>



Review I-9 documentation for proof of citizenship.	<input checked="" type="checkbox"/>
Ensure valid government-issued ID is on file (e.g., Driver's License, State ID).	<input checked="" type="checkbox"/>
Conduct background check for validation of citizenship status.	<input checked="" type="checkbox"/>
Review records for consistency with citizenship requirements.	<input checked="" type="checkbox"/>
Confirm status with E-Verify system	<input checked="" type="checkbox"/>
Check against federal databases to ensure no conflicts in citizenship status	<input checked="" type="checkbox"/>
Schedule periodic re-verification as required.	<input checked="" type="checkbox"/>
Maintain citizenship documentation in HR records and perform routine audits to ensure up-to-date compliance.	<input checked="" type="checkbox"/>

➤ Training

At TSCTI, we understand the importance of providing our technical temporary staff with the necessary training and support to excel in their roles. We provide comprehensive initial training to all our temporary staff to ensure they have the skills and knowledge needed to meet the client's expectations. Additionally, we offer ongoing training opportunities to help our staff stay up-to-date with the latest industry trends and technologies. The frequency of retraining will depend on the individual's role and the specific needs of SCBE, but we typically *offer refresher training every six months* to ensure that our temporary staff are always equipped with the latest skills and knowledge. Our goal is to provide our clients with the highest quality staffing solutions, and investing in our staff's ongoing training and development is a key part of achieving that goal.

TSCTI will provide training necessary for keeping personnel abreast of industry advances and for maintaining proficiency on equipment, computer languages, and computer operating systems that are available on the commercial market. Training of personnel will be performed by TSCTI at its own expense except when the Department has given prior approval for training to meet special requirements that are unique to a particular task order. Furthermore, we understand that well-trained staff is the key to the success of any business. We recognize the importance of imparting training to its employee lead to their personal growth and development, as well as the necessity of a highly skilled workforce in order to improve the success and efficiency of the organization. Our Training program aligned with our Quality Assurance Plan is continually tailored to meet the specific requirements of each program we support and includes all Technologies, and documentation developed and maintained by the TSCTI Technologies Team. We have devised a successful training process for our staff. Our training program is designed to familiarize new employees that help them in adjusting in any work environment successfully.

TSCTI recognizes that ongoing training is essential to maintaining a highly skilled workforce, staying abreast of industry advances, and maintaining proficiency in equipment, computer languages, and computer operating systems. The frequency of retraining will depend on the specific requirements of each program and the rate of technological change in the industry. To ensure our employees are up-to-date with the latest industry advances and changes, we have implemented a Training Calendar that is updated annually for each of our active employees. Our e-Care department closely monitors the implementation of the training plan to ensure its effectiveness. The Organizational Training Plan (OTP) is developed based on the project, organizational, and individual training needs. TSCTI's Corporate Quality Assurance approach applies proven methods and standards to ensure the deliverables of Training are identified and matched as per Statements of Work (SOW). As per our Quality Assurance program, we apply a systematic Training approach to monitor and assure quality which involves the collection and subsequent analysis of metrics to provide direction, monitoring, adjustment, and control of interrelated activities and processes. Our e-Care department is responsible for preparing a training calendar for each of our active employees at the beginning of each year and closely monitors the same for its effective implementation. Our team is committed to this training approach and its proven success is evident in the following:

- Our internal training budget exceeded \$1.8 million in 2023
- Tuition and training reimbursement are provided for up to \$5,000 per year per employee and participation is encouraged in professional associations and conferences
- Conduct 3 "boot camps" per year with 16 training sessions to bring our new staff members up to speed with Team/Project specific processes.
- Leadership development program, available to project staff with high potential
- Organizational Training Plan (OTP) based on the project, organizational, and individual training needs

➤ Access to Leading Recruiting Tools

TSCTI not only invests heavily in leading recruiting tools such as *Job Diva, LinkedIn, Monster, Dice, CareerBuilder, Glassdoor, and Indeed* but also understands that today most of the young passive talent is active on social media - *Facebook, Twitter, and Tumblr; Snapchat, etc.* Our recruiters maintain dedicated accounts on these social media platforms and are constantly looking for any potential hires. This gives us a whole new additional area to source our talent. The details of our tools and their use in our sourcing and recruiting methods is described below;



Smart and Automated Tools: TSCTI utilizes Smart and Automated Tools that will help us to provide seamless services to Department. We use industries' best tools and technologies that not only streamline our process but also reduce the response time and paperwork and keep our costs competitive as well as give us a secure and reliable platform.

- **CONREP:** Our flagship platform, CONREP, is a dedicated workforce management solution fully configurable to address the unique requirements of individual agencies like Department. CONREP is utilized as a Project Management & Tracking System (SMTS). CONREP can effectively manage cost, performance, risk, and schedule we monitor and manage the measurements using automated tools that provide the government with real-time visibility into our processes and ongoing work. Through this, we can manage the overall contract and consultants, and perform electronic onboarding (E-onboarding), timesheet management and payrolling. This gives us a comprehensive solution for tracking Timesheets, Time-off, Expenses & Project time management - integrated with Self-service portals, automatic AR/AP invoicing, Payroll Reports, Commissions & profitability reports. It also helps us in tracking all billing engagements/placements along with associated Bill rates & Pay rates.
- **JobDiva:** Our Applicant Tracking System and a front-to-back Talent Management solution. JobDiva gives us a solution to streamline all our recruitment and staffing needs, by integrating our subscribed job boards (*Indeed, Monster, CareerBuilder, ZipRecruiter, Craigslist, Dice, GitHub, Stack Overflow, Kaggle, Meetup, Dribbble, Hired, Topcoder, AngelList and LinkedIn*)
- **Screening Tools:** TSCTI uses premium screening tools such as *IBM Kenexa, Skillcheck, and Brainbench* to screen the candidate's skill by domain-specific skill Assessment tests.
- **E-onboarding:** TSCTI uses the E-onboarding process through **CONREP**. We can customize a standard document library for onboarding from which TSCTI selects processes for the new hire. By CONREP, we can customize documents with rich features such as **Auto-populate Documents, Electronically Sign, and Use WebForms**.

➤ **Highly Capable Recruiting Team**

Our seasoned team of highly skilled professionals across various roles (Account Managers, Delivery Heads, Team Leads, Recruiters, SMEs, etc.) experienced in delivering similar temporary employment services to various public-sector entities has formed solid relationships with top-notch talent located in the country. TSCTI's Recruitment Manager will constantly updating the Department IT Category specific database where more than 60% of skilled IT consultants are from NJ and are readily available to commence work. TSCTI's pool of candidate statistics is provided in the section below under 'Department SOW Specific Expertise'.

➤ **Employment Standards**

Being a leader in providing temporary employment services in the U.S. we make sure that our employees act in accordance with the highest standards of employment.

➤ **Unique Sourcing Strategy**

TSCTI extends the sourcing strategy including Referral Programs, Hackathons, LinkedIn, Social Media Campaigns, Job Fairs, Alumni Networks, Industry Conferences, Talent Communities and extends to various sourcing channels. The Channels include but not limited to job campaigns, searching through the sites like GitHub, Stack Overflow, Kaggle, Meetup, Dribbble, Hired, Topcoder, AngelList, etc. This methodology allows us to recruit top-notch talent in even non-niche profiles which would be otherwise impossible to recruit if we followed the traditional recruitment approach with LinkedIn and job portals. In other words, it's a unique way to leverage and find niche-proven talent.

➤ **Problem Escalation Procedure**

The program team will provide escalation & issue resolution support from 08:00 AM EST to 08:00 PM PST, Monday – Friday. An emergency / after-hours number is made available and is covered 24/7/365 to ensure any urgent conflicts are addressed timely.

➤ **Performance Monitoring**

At the beginning of each contract, TSCTI establishes performance metrics with the client. TSCTI tracks performance by these mutually agreed automated metrics. When any metric falls outside of the acceptable range, it immediately escalates to the next level of management and based on the severity, could be escalated to the president of TSCTI. All existing contracts are performed within budget and within a defined schedule.

➤ **Invoicing and Billing/ Reporting Methods**

At TSCTI, our commitment is to deliver the highest level of reporting, billing accuracy, and timeliness to our clients. TSCTI conducts monthly performance reviews conducted by the dedicated project manager in collaboration with the Department stakeholders. The feedback form which is reviewed and approved by the client is sent out to the consultant every month to ensure that each consultant is aware of the performance and areas of improvement. Our billing department works closely with our front and back-office teams to ensure that all billing processes and procedures are clearly communicated, understood, and supported. As a standard practice, TSCTI submits separate and distinct invoices for each temporary employee, but we are flexible and fully prepared to meet the specific billing requirements of the Department. In alignment with Department's preferences, TSCTI agrees to submit electronic invoices on a monthly basis for services rendered, based on hourly rates for time worked by each consultant as per their respective position description. Each



invoice will be submitted in arrears and will clearly reference any Purchase Order number as required by Department. In addition, the invoices will include itemized receipts and approved timesheets, ensuring that every invoice is accurate and free from any mathematical errors or missing supporting documentation. We understand the importance of providing complete and accurate documentation. Therefore, each invoice will be accompanied by appropriate documentation that supports the charges, including details of the dates and hours worked, the hourly rate charged, and a thorough description of the services performed. In the event of any discrepancies, errors, or missing documentation, we acknowledge that the Department may return the invoice to TSCTI for correction. TSCTI commits to promptly revising and resubmitting the invoice to the Department, with the resubmission date clearly documented. We emphasize that oversight by the Department in identifying any errors does not waive any of the Department's rights

➤ **Accreditations and Certifications**

Our best practices include **PMI and Six Sigma for Project management services** and we are **Microsoft Gold Partner, Oracle Gold Partner, and AWS partner**, have developed strategic partnerships with leading technology providers like **Microsoft, HP, IBM, Cisco, EMC and Dell**, which have enabled us to provide premium-quality services to our clients through early access to new technologies as well as preferred access to training and technical support. To provide our clients with the most cost-effective and innovative IT services and solutions, TSCTI has worked diligently over the years to build a broad network of strategic partners. It enables us to provide premium-quality services to our clients through early access to new technologies as well as preferred access to training and technical support. Below is provided TSCTI's strategic partnerships.



Awards: The following are industry awards and recognitions received by TSCTI:

- Washington Technologies ranks TSCTI 12th fastest-growing Government Business
- CIO Review- Most Promising Managed IT Services Provider
- SIA- 2023 Largest Staffing Firms in the US
- 2023 Solution Provider 500
- Newsweek's - America's Greatest Workplaces for Diversity 2023
- 10th Time we made the Inc. Honor Roll Award from Inc. 500 for getting fastest growing company
- Inc. 500 rank 22nd Century 86th fastest-growing NJ company
- Top Diversity Owned Business in the USA
- CRN 100 fast growth
- Top 500 diversity businesses in the nation
- Top 500 Global Software Magazine award for a Fastest growing company
- Forbes Best Software company to work.



Documentational Proofs

3.2 3.2.2. *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.*

To demonstrate our capability, we have included documentation of recent staffing engagements where we provided personnel in roles like those specified by the Department. Below are the references for the clients with whom we have successfully placed professionals. For verification purposes, the Department may contact the clients listed below and cross refer from the candidate's most recent professional experience.

Reference #1

Client Name	Fire Department of New York
Address	9 MetroTech Center, Room 5W-11K Brooklyn, NY 11201
Point of Contact	David Francis
Email	David.Francis@fdny.nyc.gov
Phone	Office Phone: (718) 999-2334 - Cell Phone: (929) 888-4367
Description of Services	<p>The FDNY sought advanced technical services to modernize and maintain its digital infrastructure, enhance data handling, and improve the efficiency of emergency responses. The contract's scope involves providing comprehensive solutions for real-time data management, secure data transmission, mobile device integration, and personnel training. TSCTI, as the selected vendor, is responsible for supplying skilled technical professionals on demand, managing application updates, providing 24/7 system support, and ensuring data security across all platforms.</p> <p>TSCTI's responsibilities included assembling a dedicated team capable of quick deployment and issue resolution within a 48-hour response window, as well as developing and maintaining a robust database for candidate sourcing and rapid placement of technical personnel. All candidates were thoroughly screened to meet FDNY's regulatory and technical standards, including security clearances and specialized qualifications in emergency response technologies. TSCTI is also committed to providing transparent, fixed hourly rates to ensure budget adherence and financial compliance. In the past three years, we have placed over 52 FTEs on the contract, consistently delivering effective service and quality assurance.</p>

Please find the attached timesheet as evidence for the candidates placed under the contract with FDNY. Each entry includes the roles and specific responsibilities assigned to the personnel deployed, ensuring compliance with FDNY's requirements and our service-level agreements. This documentation provides a breakdown of hours worked, task categories, and project contributions, detailing how each candidate's expertise supports FDNY's operational and technical objectives.

Qualifications		Satisfies Minimum Qualification	Roles and Responsibilities
Bachelor's degree in computer science or related field with at least 1 year of experience	Degree in Computer Science or related field with 3 years of programming experience	X	<ul style="list-style-type: none"> Facilitate meetings and Joint Application Development (JAD) sessions to gather business requirements, operational constraints, and assumptions. Analyze and evaluate business systems and user needs to align system functionalities with business strategies. Utilize standard concepts, practices, and procedures in application development with limited supervision, allowing for initiative and independent judgment. Support application teams by formulating solutions and identifying potential risks.
Five years of experience in Business Analysis	3 years of experience with standard concepts, practices, and procedures in application development.	X	
3 years of experience facilitating meetings or	3 years of experience with the SDLC for structured,	X	





JAD sessions for business requirements gathering	documented system design and implementation		X	<ul style="list-style-type: none"> Follow and implement the SDLC process for structured, documented design, development, and system implementation. Ensure adherence to project standards through all SDLC phases. Prepare and document Functional and Technical Specifications for reporting and data warehousing projects. Assist with reporting, business intelligence support, and enhancement of data warehouse solutions. Collaborate with IT and business project teams to propose solutions and meet reporting/data warehousing requirements. Conduct reporting knowledge transfer sessions for team members.
3 years experience in reviewing, analyzing, and evaluating business systems; aligning solutions with business strategies.	3 years of experience with relational database and client-server concepts			

22nd Century Technologies, Inc - TSCTI

Timesheet
Status: Approved

Consultant
Afjal Talukder
Timesheet Period
11/07/2022 - 11/13/2022
Client
State of New York (TSCTI)
Project Date
08/21/2019

Task Order Number
FDNY

Notes: Please note that the hours entered here in ..

	Nov 07, Mon	Nov 08, Tue	Nov 09, Wed	Nov 10, Thu	Nov 11, Fri	Nov 12, Sat	Nov 13, Sun	Total
	Hours	Hours	Hours	Hours	Hours	Hours	Hours	30.00
	8.00	0.00	10.30	11.70	0.00	0.00	0.00	
FIRE DEPARTMENT OF THE CITY OF NEW YORK: FDNY Non Grant Funded CENSE1: NG CENSE1 Computer Consultant 10 Error 31111: Timesheet Approvers not defined								
Regular	8.00	0.00	10.30	11.70	0.00	0.00	0.00	30.00

Task Details

Date	Project	Task	Hour Code	Hours	Comments
11/07/2022	FIRE DEPARTMENT OF THE CITY OF NEW YORK		Regular	8	Login Time: 08:32 Break: 15:55 - 16:55 Logout Time: 17:32
11/09/2022	FIRE DEPARTMENT OF THE CITY OF NEW YORK		Regular	10.3	Login Time: 08:58 Break: 13:47 - 14:47 Logout Time: 20:16
11/10/2022	FIRE DEPARTMENT OF THE CITY OF NEW YORK		Regular	11.7	Login Time: 08:01 Break: 13:51 - 14:51 Logout Time: 20:43



22nd Century Technologies, Inc -
TSCTI

Timesheet

Status: Approved

Consultant

Dikshita Gullani

Timesheet Period

10/07/2024 - 10/13/2024

Client

State of New York (TSCTI)

Project Date

11/17/2021

Task Order Number

FDNY

Notes:

Task Details

Date	Project	Task	Hour Code	Hours	Comments
10/07/2024	FIRE DEPARTMENT OF THE CITY OF NEW YORK		Regular	9	Login Time: 08:00 Break: 14:30 - 15:30 Logout Time: 18:00
10/08/2024	FIRE DEPARTMENT OF THE CITY OF NEW YORK		Regular	9	Login Time: 08:00 Break: 13:00 - 14:00 Logout Time: 18:00
10/09/2024	FIRE DEPARTMENT OF THE CITY OF NEW YORK		Regular	9	Login Time: 08:00 Break: 13:00 - 14:00 Logout Time: 18:00
10/10/2024	FIRE DEPARTMENT OF THE CITY OF NEW YORK		Regular	7	Login Time: 08:00 Break: 13:00 - 14:00 Logout Time: 16:00
10/11/2024	FIRE DEPARTMENT OF THE CITY OF NEW YORK		Regular	6	Login Time: 08:00 Break: 13:00 - 14:00 Logout Time: 15:00

Reference #2

Client Name	City of Dallas
Address	1500 Marilla St, Room 4DS, Dallas, TX 75201
Point of Contact	Janice L. Peters, Manager – Information Technology
Email	janice.peters@dallas.gov
Phone	O: 214-670-4559, C: 214-701-2402
Description of Services	<p>The City of Dallas engaged in a contract to strengthen its digital infrastructure and optimize data management to support city-wide services and operational efficiency. This initiative includes providing robust solutions for real-time data processing, enhanced data security measures, mobile accessibility for field staff, and specialized training for city personnel. In the past three years, we have placed over 30 FTEs on the contract, consistently delivering effective service and quality assurance</p> <p>As the selected vendor, TSCTI is tasked with deploying skilled IT professionals on demand, managing application maintenance, delivering 24/7 technical support, and ensuring secure data protocols across all platforms. TSCTI's responsibilities include establishing a dedicated team for rapid response to technical issues within a 48-hour window, maintaining a dynamic candidate database to quickly meet staffing needs, and ensuring all candidates meet City of Dallas's regulatory and technical standards. Additionally, TSCTI</p>



	committed to offering transparent, fixed hourly rates for all positions, supporting budget adherence and compliance with financial guidelines.
--	--

Attached is the timesheet documentation for the candidates assigned under the City of Dallas contract. Each entry specifies the roles and responsibilities performed by the deployed personnel, ensuring alignment with the City's requirements and adherence to our service-level agreements. This record provides a detailed overview of hours worked, task categories, and project contributions, demonstrating how each candidate's expertise supports the City of Dallas's operational and technical objectives.

Qualifications		Satisfies Minimum Qualification	Roles and Responsibilities
Bachelor's degree in computer science or related field with at least 18 months of relevant work experience, or 3 years of equivalent work experience	Degree in Computer Science or related field with 3 years of programming experience	X	<ul style="list-style-type: none"> Develop and maintain complex systems by analyzing system requests, aligning solutions with organizational strategies, and ensuring compatibility with existing infrastructure. Coordinate and communicate project updates with stakeholders, including project managers, business analysts, and database administrators, to ensure project alignment and clarity. Utilize standard practices in database management, project documentation, and data processing to support efficient and reliable system operations. Evaluate, troubleshoot, and resolve system issues by identifying root causes and implementing effective solutions to maintain system functionality and integrity. Document technical requirements, project specifications, and system processes for reference and to support compliance with organizational standards. Oversee project control techniques, track project milestones, and manage data processing workflows to meet operational and project goals. Communicate system capabilities, limitations, and updates with business policy staff, application analysts, and other key stakeholders. Provide expertise in client-server and relational database concepts to enhance system integration, performance, and data consistency. Support the implementation of new features or system updates by developing and testing code, ensuring quality, and addressing any potential system conflicts.
Minimum of 3 years of experience in database management, project documentation, and data processing concepts	3 years of experience in database management, project documentation, and data processing	X	
Minimum of 3 years of experience in developing and maintaining complex systems	3 years of experience in system development and maintenance	X	
Excellent communication skills (verbal and written) to engage with stakeholders	Strong communication skills, including experience with diverse stakeholders	X	



22nd Century Technologies, Inc -
TSCTI

Timesheet Status: **Approved**

Consultant: Kathy Gault
Task Order Number: 968956
Notes:

Timesheet Period: 01/30/2023 - 02/05/2023
Client: State of Texas (TSCTI)
Project Date: 02/07/2022

	Jan 30, Mon	Jan 31, Tue	Feb 01, Wed	Feb 02, Thu	Feb 03, Fri	Feb 04, Sat	Feb 05, Sun	Total
Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	
	0.00	0.00	0.00	0.00	3.00	0.00	0.00	3.00
City of Dallas: 968956								
SCADA Programmer: State of TX_CoD								
SCADA Programmer								
Regular					3			3.00

22nd Century Technologies, Inc -
TSCTI

Timesheet Status: **Approved**

Consultant: Pavan Kumar
Notes:

Timesheet Period: 07/18/2022 - 07/24/2022
Client: State of Texas (TSCTI)
Project Date: 11/23/2020

	Jul 18, Mon	Jul 19, Tue	Jul 20, Wed	Jul 21, Thu	Jul 22, Fri	Jul 23, Sat	Jul 24, Sun	Total
Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	
	8.00	8.00	8.00	8.00	8.00	0.00	0.00	40.00
City of Dallas: 905186								
Department Technology Analyst: State of TX_CoD								
Department Technology Analyst/Programmer Analyst								
Regular	3.5	8	8	8	8			35.50
Other Hours								
Paid Time-off	4.5							4.50

Reference #3

Client Name	City of New Orleans
Address	1300 Perdido St, New Orleans, LA 70112
Point of Contact	Nathanial Weaver, Nathanial Weaver, JTMP Manager
Email	Nathanial.Weaver@nola.gov
Phone	504-658-5038
Description of Services	<p>The City of New Orleans engaged in a contract aimed at enhancing its digital infrastructure, improving data management, and increasing operational efficiency across city services. This initiative includes providing advanced solutions for real-time data processing, bolstering data security, enabling mobile accessibility for field teams, and delivering specialized training for city personnel. Over the past three years, we have deployed more than 15 FTEs under this contract, consistently ensuring high-quality service and effective performance.</p> <p>As the chosen vendor, TSCTI is responsible for supplying skilled IT professionals on demand, managing ongoing application maintenance, providing 24/7 technical support, and enforcing stringent data security protocols across platforms. TSCTI's scope includes building a dedicated team for prompt issue resolution within a 48-hour window, maintaining a dynamic database of qualified candidates to fulfill staffing requirements swiftly, and ensuring all personnel meet the City of New Orleans' regulatory and technical standards. Additionally, TSCTI has committed to transparent, fixed hourly rates for all roles, ensuring alignment with budgetary constraints and financial guidelines.</p>

Below we have provided the timesheet documentation for the candidates assigned under the City of New Orleans contract. Each entry outlines the roles and responsibilities fulfilled by the deployed personnel, confirming alignment with the City's requirements and compliance with our service-level agreements. This record presents a comprehensive view of hours worked, task categories, and project contributions, highlighting how each candidate's expertise supports the City of New Orleans' operational and technical goals.

Qualifications		Satisfies Minimum Qualification	Roles and Responsibilities
Minimum of 3 years of experience in Microsoft SQL Server operation, maintenance, and implementation (SQL Server 2008 and higher), including proficiency in T-SQL and stored procedure creation	3+ years of experience with SQL Server operation and maintenance, proficient in T-SQL and stored procedures	X	<ul style="list-style-type: none"> Design, create, and maintain SQL Server databases, ensuring optimal performance, scalability, and data integrity. Implement and monitor robust backup and recovery solutions to safeguard data and meet organizational compliance requirements. Lead the migration of SQL Server versions, converting DTS to SSIS where needed, and managing updates with minimal downtime. Configure and maintain SSIS and SSAS services to support data integration, ETL processes, and analytics for SQL Server 2008 and higher. Perform DDL operations and scripting tasks to manage database objects, automate processes, and streamline command-line operations. Regularly analyze and tune SQL Server databases for improved performance, developing stored procedures and T-SQL scripts to address system needs. Coordinate with project managers, database administrators, and application teams to ensure project alignment and successful implementation. Maintain thorough documentation on database structures, migration steps, SSIS packages, and DDL scripts for reference and compliance.
Minimum of 3 years of experience in database creation and primary object setup in SQL Server	3+ years of experience creating databases and objects	X	
Minimum of 3 years of experience in SQL Server database backup and recovery	3+ years of experience in SQL Server backup and recovery	X	
Minimum of 2 years of experience migrating SQL Server versions (including DTS to SSIS migration)	2+ years of experience migrating prior versions to SQL Server 2012 on Windows, with DTS to SSIS conversion	X	
Minimum of 2 years of experience installing,	2+ years with SSIS and SSAS for SQL Server 2008	X	



implementing, and monitoring SSIS and SSAS for SQL Server 2008			
Minimum of 2 years of experience in DDL operations and scripting in command line	2+ years of experience with command line DDL and scripting	X	

Geerken, Michael (22nd Century Technologies Inc)
2024

Sep 23, 2024 - Sep 29,

Version

Current

Account/Project	Service Item	Payroll	Sep 23 (Mon)	Sep 24 (Tue)	Sep 25 (Wed)	Sep 26 (Thu)	Sep 27 (Fri)	Sep 28 (Sat)	Sep 29 (Sun)
CAO/Database Developer/ Admin	CAO		05:00	06:30	04:00	07:00			01:00

Total Billable Hours: 23:30 (23.50)

Total Non-Billable Hours: 00:00 (0.00)

Grand Total: 23:30 (23.50)

Comments:

Workflow History

Approve (Weaver, Nathaniel - Sep 30, 2024 05:10 PM)

Submit (Geerken, Michael - Sep 29, 2024 07:48 PM)

Details

Dates	Account/Project	Service Item	Payroll	Details	Billables
Sep 23, 2024	CAO/Database Developer/ Admin	CAO			Yes
Sep 24, 2024	CAO/Database Developer/ Admin	CAO			Yes
Sep 25, 2024	CAO/Database Developer/ Admin	CAO			Yes
Sep 26, 2024	CAO/Database Developer/ Admin	CAO			Yes
Sep 29, 2024	CAO/Database Developer/ Admin	CAO		Create new version of UCT table with datetimes	Yes



Puppala, Sanjay (22nd Century Technologies Inc)
2024

Sep 23, 2024 - Sep 29,

Version

Current

Account/Project	Service Item	Payroll	Sep 23 (Mon)	Sep 24 (Tue)	Sep 25 (Wed)	Sep 26 (Thu)	Sep 27 (Fri)	Sep 28 (Sat)	Sep 29 (Sun)
CAO/Database Administrator	CAO		08:00	08:00	08:00	08:00	08:00		

Total Billable Hours: 40:00 (40.00)

Total Non-Billable Hours: 00:00 (0.00)

Grand Total: 40:00 (40.00)

Comments:

Workflow History

Approve (Hunter-Mendy, LaShonda - Sep 29, 2024 09:56 PM)

Submit (Puppala, Sanjay - Sep 27, 2024 03:36 PM)

Save (Puppala, Sanjay - Sep 23, 2024 05:01 PM)

Details

Dates	Account/Project	Service Item	Payroll	Details	Billables
Sep 23, 2024	CAO/Database Administrator	CAO			Yes
Sep 24, 2024	CAO/Database Administrator	CAO			Yes
Sep 25, 2024	CAO/Database Administrator	CAO			Yes
Sep 26, 2024	CAO/Database Administrator	CAO			Yes
Sep 27, 2024	CAO/Database Administrator	CAO			Yes



License, Permits, and Certifications

Vendor must possess all licenses, permits, and certifications required to perform this contract before the start date of service. TSCTI has been conducting business in the state for over two decades. Below is attached our To-Do Business License to provide an attestation of our authority to work in the state and to comply with the requirement stated aforementioned-



2023 Corporation Annual Report

Unified Business Identifier:UF000207650001

For filing with the West Virginia Secretary of State
a Business for West Virginia Partner
tel: (304) 558-8000

Business Legal Name	22ND CENTURY TECHNOLOGIES, INC.
WV Effective Date	08/07/2012
Charter Type	Foreign
Class	For Profit
Organization Type	Corporation
Home State	NJ
Business Purpose	5415
Business Purpose Description	Computer Systems Design & Related Services (design, programming, facilities mgmt)
Business Purpose County	Out of State
Principal Office	8251 GREENSBORO DRIVE SUITE 900 MCLEAN , VA 22102
Mailing Address	8251 GREENSBORO DRIVE SUITE 900 MCLEAN , VA 22102
Local Office	8251 GREENSBORO DRIVE SUITE 900 MCLEAN , VA 22102
Agent of Process	NATIONAL REGISTERED AGENTS, INC 5098 WASHINGTON ST W STE 407 CHARLESTON , WV 25313
President Information	SATVINDER SINGH 8251 GREENSBORO DRIVE SUITE 900 MCLEAN , VA 22102
WV County	Out of State
Company Email	EFILING@TSCTI.COM
Number of West Virginia resident employees	21
Filing Date	05/08/2023
Total Number of Employees	4900
Company Website Address	www.tscti.com
Are you a scrap metal dealer or recycler?	No
Is your company currently Exporting?	No
Market 1 Description:	
Market 2 Description:	
Market 3 Description:	
Would you be interested in learning about resources to help you sell your products and services overseas?	No
Is this a minority owned business?	Yes
Is this a woman owned business?	No
Do you own or operate more than one business in West Virginia?	No
Number of businesses	
Number of counties	



2023 Corporation Annual Report

Unified Business Identifier:UF000207650001

For filing with the West Virginia Secretary of State
a Business for West Virginia Partner
tel: (304) 558-8000

Does your organization employ individual(s) who currently serve or someone who has served as a member of the United States Armed Forces? Yes

How many

Does the owner of the organization currently serve or has served as a member of the United States Armed Forces? No

Would you like to be contacted by a WWSBDC business coach? No

I certify the information provided is true. I further certify that I am an officer or individual holding a power-of-attorney and am duly authorized to file this report on behalf of the corporation, as required by the West Virginia Code. I agree that the electronic entry of my name below represents my signature and authorization for this filing.

Satvinder Singh


Authorized By

OFFICER

Capacity



Forms

	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
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Proc Folder: 1475603			Reason for Modification:
Doc Description: TECHNICAL TEMPORARY STAFFING SERVICES			
Proc Type: Central Master Agreement			
Date Issued	Solicitation Closes	Solicitation No	Version
2024-10-02	2024-10-31 13:30	CRFQ 0511 MIS2500000001	1

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

VENDOR		
Vendor Customer Code:		
Vendor Name : 22nd Century Technologies, Inc.		
Address : 8251 Greensboro Drive,		
Street : Suite 900		
City : McLean		
State : VA	Country : USA	Zip : 22102
Principal Contact : Ashley Christina De Sa		
Vendor Contact Phone: (866) 537-9191		Extension: 2

FOR INFORMATION CONTACT THE BUYER Crystal G Hustead (304) 558-2402 crystal.g.hustead@wv.gov		
 Vendor Signature X	22-3502121 FEIN#	Oct 31, 2024 DATE

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





	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
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Proc Folder: 1475603		Reason for Modification:	
Doc Description: TECHNICAL TEMPORARY STAFFING SERVICES		ADDENDUM 1 TO PROVIDE ANSWERS TO VENDOR QUESTIONS	
Proc Type: Central Master Agreement			
Date Issued	Solicitation Closes	Solicitation No	Version
2024-10-16	2024-10-31 13:30	CRFQ 0511 MIS2500000001	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 : 22nd Century Technologies, Inc.			
Address : 8251 Greensboro Drive			
Street : Suite 900			
City : McLean			
State : VA	Country : USA	Zip : 22102	
Principal Contact : Ashley Christina De Sa			
Vendor Contact Phone: (866) 537-9191		Extension: 2	

FOR INFORMATION CONTACT THE BUYER		
Crystal G Hustead (304) 558-2402 crystal.g.hustead@wv.gov		
	22-3502121	Oct 31, 2024
Vendor Signature X	FEIN#	DATE

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





ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CRFQ MIS2500000001

Instructions: Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

Acknowledgment: I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

Addendum Numbers Received:
(Check the box next to each addendum received)

- | | |
|--|--|
| <input checked="" type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6 |
| <input type="checkbox"/> Addendum No. 2 | <input type="checkbox"/> Addendum No. 7 |
| <input type="checkbox"/> Addendum No. 3 | <input type="checkbox"/> Addendum No. 8 |
| <input type="checkbox"/> Addendum No. 4 | <input type="checkbox"/> Addendum No. 9 |
| <input type="checkbox"/> Addendum No. 5 | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

22nd Century Technologies, Inc.

Company

Authorized Signature

Oct 31, 2024

Date

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



FEDERAL FUNDS ADDENDUM

REQUIRED CONTRACT PROVISIONS FOR NON-FEDERAL ENTITY CONTRACTS UNDER FEDERAL AWARDS (2 C.F.R. § 200.317):

The State of West Virginia Department of Administration, Purchasing Division, and the Vendor awarded this Contract intend that this Contract be compliant with the requirements of the Procurement Standards contained in the Uniform Administrative Requirements, Cost Principles, and Audit Requirements found in 2 C.F.R. § 200.317, et seq. for procurements conducted by a Non-Federal Entity. Accordingly, the Parties agree that the following provisions are included in the Contract.

**1. MINORITY BUSINESSES, WOMEN'S BUSINESS ENTERPRISES, AND LABOR SURPLUS AREA FIRMS:
(2 C.F.R. § 200.321)**

- a. The State confirms that it has taken all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible. Those affirmative steps include:
 - (1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
 - (2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
 - (3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
 - (4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
 - (5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
 - (6) Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (1) through (5) above.
- b. Vendor confirms that if it utilizes subcontractors, it will take the same affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible.

**2. DOMESTIC PREFERENCES:
(2 C.F.R. § 200.322)**

- a. The State confirms that as appropriate and to the extent consistent with law, it has, to the greatest extent practicable under a Federal award, provided a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United



States (including but not limited to iron, aluminum, steel, cement, and other manufactured products).

- b. Vendor confirms that will include the requirements of this Section 2. Domestic Preference in all subawards including all contracts and purchase orders for work or products under this award.
- c. Definitions: For purposes of this section:
 - (1) "Produced in the United States" means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.
 - (2) "Manufactured products" means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

3. BREACH OF CONTRACT REMEDIES AND PENALTIES:

(2 C.F.R. § 200.327 and Appendix II)

- (a) The provisions of West Virginia Code of State Rules § 148-1-5 provide for breach of contract remedies, and penalties. A copy of that rule is attached hereto as Exhibit A and expressly incorporated herein by reference.

4. TERMINATION FOR CAUSE AND CONVENIENCE:

(2 C.F.R. § 200.327 and Appendix II)

- (a) The provisions of West Virginia Code of State Rules § 148-1-5 govern Contract termination. A copy of that rule is attached hereto as Exhibit A and expressly incorporated herein by reference.

5. EQUAL EMPLOYMENT OPPORTUNITY:

(2 C.F.R. § 200.327 and Appendix II)

Except as otherwise provided under 41 CFR Part 60, and if this contract meets the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3, this contract includes the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

6. DAVIS-BACON WAGE RATES:

(2 C.F.R. § 200.327 and Appendix II)



Vendor agrees that if this Contract includes construction, all construction work in excess of \$2,000 will be completed and paid for in compliance with the Davis-Bacon Act (40 U.S.C. 3141–3144, and 3146–3148) as supplemented by Department of Labor regulations (29 CFR Part 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must:

- (a) pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor.
- (b) pay wages not less than once a week.

A copy of the current prevailing wage determination issued by the Department of Labor is attached hereto as Exhibit B. The decision to award a contract or subcontract is conditioned upon the acceptance of the wage determination. The State will report all suspected or reported violations to the Federal awarding agency.

7. **ANTI-KICKBACK ACT:**
(2 C.F.R. § 200.327 and Appendix II)

Vendor agrees that it will comply with the Copeland Anti-KickBack Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). Accordingly, Vendor, Subcontractors, and anyone performing under this contract are prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The State must report all suspected or reported violations to the Federal awarding agency.

8. **CONTRACT WORK HOURS AND SAFETY STANDARDS ACT**
(2 C.F.R. § 200.327 and Appendix II)

Where applicable, and only for contracts awarded by the State in excess of \$100,000 that involve the employment of mechanics or laborers, Vendor agrees to comply with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, Vendor is required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

9. **RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT.**
(2 C.F.R. § 200.327 and Appendix II)



If the Federal award meets the definition of “funding agreement” under 37 CFR § 401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency.

10. CLEAN AIR ACT
(2 C.F.R. § 200.327 and Appendix II)

Vendor agrees that if this contract exceeds \$150,000, Vendor is to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401–7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251–1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

11. DEBARMENT AND SUSPENSION
(2 C.F.R. § 200.327 and Appendix II)

The State will not award to any vendor that is listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

12. BYRD ANTI-LOBBYING AMENDMENT
(2 C.F.R. § 200.327 and Appendix II)

Vendors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

13. PROCUREMENT OF RECOVERED MATERIALS
(2 C.F.R. § 200.327 and Appendix II; 2 C.F.R. § 200.323)

Vendor agrees that it and the State must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the



Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

14. PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT.
(2 C.F.R. § 200.327 and Appendix II; 2 CFR § 200.216)

Vendor and State agree that both are prohibited from obligating or expending funds under this Contract to:

- (1) Procure or obtain;
- (2) Extend or renew a contract to procure or obtain; or
- (3) Enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. As described in Public Law 115–232, section 889, covered telecommunications equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities).
 - (i) For the purpose of public safety, security of government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities).
 - (ii) Telecommunications or video surveillance services provided by such entities or using such equipment.
 - (iii) Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country.

In implementing the prohibition under Public Law 115–232, section 889, subsection (f), paragraph (1), heads of executive agencies administering loan, grant, or subsidy programs shall prioritize available funding and technical support to assist affected businesses, institutions and organizations as is reasonably necessary for those affected entities to transition from covered communications equipment and services, to procure replacement equipment and services, and to ensure that communications service to users and customers is sustained.



State of West Virginia

Vendor Name:

By: _____

By: _____

Printed Name: _____

Printed Name: Ashley Christina De Sa

Title: _____

Title: Administrator

Date: _____

Date: Oct 31, 2024



WV STATE GOVERNMENT

HIPAA BUSINESS ASSOCIATE ADDENDUM

This Health Insurance Portability and Accountability Act of 1996 (hereafter, HIPAA) Business Associate Addendum ("Addendum") is made a part of the Agreement ("Agreement") by and between the State of West Virginia ("Agency"), and Business Associate ("Associate"), and is effective as of the date of execution of the Addendum.

The Associate performs certain services on behalf of or for the Agency pursuant to the underlying Agreement that requires the exchange of information including protected health information protected by the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"), as amended by the American Recovery and Reinvestment Act of 2009 (Pub. L. No. 111-5) (the "HITECH Act"), any associated regulations and the federal regulations published at 45 CFR parts 160 and 164 (sometimes collectively referred to as "HIPAA"). The Agency is a "Covered Entity" as that term is defined in HIPAA, and the parties to the underlying Agreement are entering into this Addendum to establish the responsibilities of both parties regarding HIPAA-covered information and to bring the underlying Agreement into compliance with HIPAA.

Whereas it is desirable, in order to further the continued efficient operations of Agency to disclose to its Associate certain information which may contain confidential individually identifiable health information (hereafter, Protected Health Information or PHI); and

Whereas, it is the desire of both parties that the confidentiality of the PHI disclosed hereunder be maintained and treated in accordance with all applicable laws relating to confidentiality, including the Privacy and Security Rules, the HITECH Act and its associated regulations, and the parties do agree to at all times treat the PHI and interpret this Addendum consistent with that desire.

NOW THEREFORE: the parties agree that in consideration of the mutual promises herein, in the Agreement, and of the exchange of PHI hereunder that:

1. **Definitions.** Terms used, but not otherwise defined, in this Addendum shall have the same meaning as those terms in the Privacy, Security, Breach Notification, and Enforcement Rules at 45 CFR Part 160 and Part 164.
 - a. **Agency Procurement Officer** shall mean the appropriate Agency individual listed at: <http://www.state.wv.us/admin/purchase/vrc/agencyli.html>.
 - b. **Agent** shall mean those person(s) who are agent(s) of the Business Associate, in accordance with the Federal common law of agency, as referenced in 45 CFR § 160.402(c).
 - c. **Breach** shall mean the acquisition, access, use or disclosure of protected health information which compromises the security or privacy of such information, except as excluded in the definition of Breach in 45 CFR § 164.402.
 - d. **Business Associate** shall have the meaning given to such term in 45 CFR § 160.103.
 - e. **HITECH Act** shall mean the Health Information Technology for Economic and Clinical Health Act. Public Law No. 111-05. 111th Congress (2009).



- f. **Privacy Rule** means the Standards for Privacy of Individually Identifiable Health Information found at 45 CFR Parts 160 and 164.
- g. **Protected Health Information or PHI** shall have the meaning given to such term in 45 CFR § 160.103, limited to the information created or received by Associate from or on behalf of Agency.
- h. **Security Incident** means any known successful or unsuccessful attempt by an authorized or unauthorized individual to inappropriately use, disclose, modify, access, or destroy any information or interference with system operations in an information system.
- i. **Security Rule** means the Security Standards for the Protection of Electronic Protected Health Information found at 45 CFR Parts 160 and 164.
- j. **Subcontractor** means a person to whom a business associate delegates a function, activity, or service, other than in the capacity of a member of the workforce of such business associate.

2. Permitted Uses and Disclosures.

- a. **PHI Described.** This means PHI created, received, maintained or transmitted on behalf of the Agency by the Associate. This PHI is governed by this Addendum and is limited to the minimum necessary, to complete the tasks or to provide the services associated with the terms of the original Agreement, and is described in Appendix A.
- b. **Purposes.** Except as otherwise limited in this Addendum, Associate may use or disclose the PHI on behalf of, or to provide services to, Agency for the purposes necessary to complete the tasks, or provide the services, associated with, and required by the terms of the original Agreement, or as required by law, if such use or disclosure of the PHI would not violate the Privacy or Security Rules or applicable state law if done by Agency or Associate, or violate the minimum necessary and related Privacy and Security policies and procedures of the Agency. The Associate is directly liable under HIPAA for impermissible uses and disclosures of the PHI it handles on behalf of Agency.
- c. **Further Uses and Disclosures.** Except as otherwise limited in this Addendum, the Associate may disclose PHI to third parties for the purpose of its own proper management and administration, or as required by law, provided that (i) the disclosure is required by law, or (ii) the Associate has obtained from the third party reasonable assurances that the PHI will be held confidentially and used or further disclosed only as required by law or for the purpose for which it was disclosed to the third party by the Associate; and, (iii) an agreement to notify the Associate and Agency of any instances of which it (the third party) is aware in which the confidentiality of the information has been breached. To the extent practical, the information should be in a limited data set or the minimum necessary information pursuant to 45 CFR § 164.502, or take other measures as necessary to satisfy the Agency's obligations under 45 CFR § 164.502.



3. Obligations of Associate.

- a. **Stated Purposes Only.** The PHI may not be used by the Associate for any purpose other than as stated in this Addendum or as required or permitted by law.
- b. **Limited Disclosure.** The PHI is confidential and will not be disclosed by the Associate other than as stated in this Addendum or as required or permitted by law. Associate is prohibited from directly or indirectly receiving any remuneration in exchange for an individual's PHI unless Agency gives written approval and the individual provides a valid authorization. Associate will refrain from marketing activities that would violate HIPAA, including specifically Section 13406 of the HITECH Act. Associate will report to Agency any use or disclosure of the PHI, including any Security Incident not provided for by this Agreement of which it becomes aware.
- c. **Safeguards.** The Associate will use appropriate safeguards, and comply with Subpart C of 45 CFR Part 164 with respect to electronic protected health information, to prevent use or disclosure of the PHI, except as provided for in this Addendum. This shall include, but not be limited to:
 - i. Limitation of the groups of its workforce and agents, to whom the PHI is disclosed to those reasonably required to accomplish the purposes stated in this Addendum, and the use and disclosure of the minimum PHI necessary or a Limited Data Set;
 - ii. Appropriate notification and training of its workforce and agents in order to protect the PHI from unauthorized use and disclosure;
 - iii. Maintenance of a comprehensive, reasonable and appropriate written PHI privacy and security program that includes administrative, technical and physical safeguards appropriate to the size, nature, scope and complexity of the Associate's operations, in compliance with the Security Rule;
 - iv. In accordance with 45 CFR §§ 164.502(e)(1)(ii) and 164.308(b)(2), if applicable, ensure that any subcontractors that create, receive, maintain, or transmit protected health information on behalf of the business associate agree to the same restrictions, conditions, and requirements that apply to the business associate with respect to such information.
- d. **Compliance With Law.** The Associate will not use or disclose the PHI in a manner in violation of existing law and specifically not in violation of laws relating to confidentiality of PHI, including but not limited to, the Privacy and Security Rules.
- e. **Mitigation.** Associate agrees to mitigate, to the extent practicable, any harmful effect that is known to Associate of a use or disclosure of the PHI by Associate in violation of the requirements of this Addendum, and report its mitigation activity back to the Agency.



f. Support of Individual Rights.

- i. **Access to PHI.** Associate shall make the PHI maintained by Associate or its agents or subcontractors in Designated Record Sets available to Agency for inspection and copying, and in electronic format, if requested, within ten (10) days of a request by Agency to enable Agency to fulfill its obligations under the Privacy Rule, including, but not limited to, 45 CFR § 164.524 and consistent with Section 13405 of the HITECH Act.
- ii. **Amendment of PHI.** Within ten (10) days of receipt of a request from Agency for an amendment of the PHI or a record about an individual contained in a Designated Record Set, Associate or its agents or subcontractors shall make such PHI available to Agency for amendment and incorporate any such amendment to enable Agency to fulfill its obligations under the Privacy Rule, including, but not limited to, 45 CFR § 164.526.
- iii. **Accounting Rights.** Within ten (10) days of notice of a request for an accounting of disclosures of the PHI, Associate and its agents or subcontractors shall make available to Agency the documentation required to provide an accounting of disclosures to enable Agency to fulfill its obligations under the Privacy Rule, including, but not limited to, 45 CFR § 164.528 and consistent with Section 13405 of the HITECH Act. Associate agrees to document disclosures of the PHI and information related to such disclosures as would be required for Agency to respond to a request by an individual for an accounting of disclosures of PHI in accordance with 45 CFR § 164.528. This should include a process that allows for an accounting to be collected and maintained by Associate and its agents or subcontractors for at least six (6) years from the date of disclosure, or longer if required by state law. At a minimum, such documentation shall include:
 - the date of disclosure;
 - the name of the entity or person who received the PHI, and if known, the address of the entity or person;
 - a brief description of the PHI disclosed; and
 - a brief statement of purposes of the disclosure that reasonably informs the individual of the basis for the disclosure, or a copy of the individual's authorization, or a copy of the written request for disclosure.
- iv. **Request for Restriction.** Under the direction of the Agency, abide by any individual's request to restrict the disclosure of PHI, consistent with the requirements of Section 13405 of the HITECH Act and 45 CFR § 164.522, when the Agency determines to do so (except as required by law) and if the disclosure is to a health plan for payment or health care operations and it pertains to a health care item or service for which the health care provider was paid in full "out-of-pocket."
- v. **Immediate Discontinuance of Use or Disclosure.** The Associate will immediately discontinue use or disclosure of Agency PHI pertaining to any individual when so requested by Agency. This includes, but is not limited to, cases in which an individual has withdrawn or modified an authorization to use or disclose PHI.



- g. **Retention of PHI.** Notwithstanding section 4.a. of this Addendum, Associate and its subcontractors or agents shall retain all PHI pursuant to state and federal law and shall continue to maintain the PHI required under Section 3.f. of this Addendum for a period of six (6) years after termination of the Agreement, or longer if required under state law.
- h. **Agent's, Subcontractor's Compliance.** The Associate shall notify the Agency of all subcontracts and agreements relating to the Agreement, where the subcontractor or agent receives PHI as described in section 2.a. of this Addendum. Such notification shall occur within 30 (thirty) calendar days of the execution of the subcontract and shall be delivered to the Agency Procurement Officer. The Associate will ensure that any of its subcontractors, to whom it provides any of the PHI it receives hereunder, or to whom it provides any PHI which the Associate creates or receives on behalf of the Agency, agree to the restrictions and conditions which apply to the Associate hereunder. The Agency may request copies of downstream subcontracts and agreements to determine whether all restrictions, terms and conditions have been flowed down. Failure to ensure that downstream contracts, subcontracts and agreements contain the required restrictions, terms and conditions may result in termination of the Agreement.
- j. **Federal and Agency Access.** The Associate shall make its internal practices, books, and records relating to the use and disclosure of PHI, as well as the PHI, received from, or created or received by the Associate on behalf of the Agency available to the U.S. Secretary of Health and Human Services consistent with 45 CFR § 164.504. The Associate shall also make these records available to Agency, or Agency's contractor, for periodic audit of Associate's compliance with the Privacy and Security Rules. Upon Agency's request, the Associate shall provide proof of compliance with HIPAA and HITECH data privacy/protection guidelines, certification of a secure network and other assurance relative to compliance with the Privacy and Security Rules. This section shall also apply to Associate's subcontractors, if any.
- k. **Security.** The Associate shall take all steps necessary to ensure the continuous security of all PHI and data systems containing PHI. In addition, compliance with 74 FR 19006 Guidance Specifying the Technologies and Methodologies That Render PHI Unusable, Unreadable, or Indecipherable to Unauthorized Individuals for Purposes of the Breach Notification Requirements under Section 13402 of Title XIII is required, to the extent practicable. If Associate chooses not to adopt such methodologies as defined in 74 FR 19006 to secure the PHI governed by this Addendum, it must submit such written rationale, including its Security Risk Analysis, to the Agency Procurement Officer for review prior to the execution of the Addendum. This review may take up to ten (10) days.
- l. **Notification of Breach.** During the term of this Addendum, the Associate shall notify the Agency and, unless otherwise directed by the Agency in writing, the WV Office of Technology immediately by e-mail or web form upon the discovery of any Breach of unsecured PHI; or within 24 hours by e-mail or web form of any suspected Security Incident, intrusion or unauthorized use or disclosure of PHI in violation of this Agreement and this Addendum, or potential loss of confidential data affecting this Agreement. Notification shall be provided to the Agency Procurement Officer at www.state.wv.us/admin/purchase/vrc/agencyli.htm and,



unless otherwise directed by the Agency in writing, the Office of Technology at incident@wv.gov or <https://apps.wv.gov/ot/ir/Default.aspx>.

The Associate shall immediately investigate such Security Incident, Breach, or unauthorized use or disclosure of PHI or confidential data. Within 72 hours of the discovery, the Associate shall notify the Agency Procurement Officer, and, unless otherwise directed by the Agency in writing, the Office of Technology of: (a) Date of discovery; (b) What data elements were involved and the extent of the data involved in the Breach; (c) A description of the unauthorized persons known or reasonably believed to have improperly used or disclosed PHI or confidential data; (d) A description of where the PHI or confidential data is believed to have been improperly transmitted, sent, or utilized; (e) A description of the probable causes of the improper use or disclosure; and (f) Whether any federal or state laws requiring individual notifications of Breaches are triggered.

Agency will coordinate with Associate to determine additional specific actions that will be required of the Associate for mitigation of the Breach, which may include notification to the individual or other authorities.

All associated costs shall be borne by the Associate. This may include, but not be limited to costs associated with notifying affected individuals.

If the Associate enters into a subcontract relating to the Agreement where the subcontractor or agent receives PHI as described in section 2.a. of this Addendum, all such subcontracts or downstream agreements shall contain the same incident notification requirements as contained herein, with reporting directly to the Agency Procurement Officer. Failure to include such requirement in any subcontract or agreement may result in the Agency's termination of the Agreement.

- m. **Assistance in Litigation or Administrative Proceedings.** The Associate shall make itself and any subcontractors, workforce or agents assisting Associate in the performance of its obligations under this Agreement, available to the Agency at no cost to the Agency to testify as witnesses, or otherwise, in the event of litigation or administrative proceedings being commenced against the Agency, its officers or employees based upon claimed violations of HIPAA, the HIPAA regulations or other laws relating to security and privacy, which involves inaction or actions by the Associate, except where Associate or its subcontractor, workforce or agent is a named as an adverse party.

4. Addendum Administration.

- a. **Term.** This Addendum shall terminate on termination of the underlying Agreement or on the date the Agency terminates for cause as authorized in paragraph (c) of this Section, whichever is sooner.
- b. **Duties at Termination.** Upon any termination of the underlying Agreement, the Associate shall return or destroy, at the Agency's option, all PHI received from, or created or received by the Associate on behalf of the Agency that the Associate still maintains in any form and retain no copies of such PHI or, if such return or destruction is not feasible, the Associate shall extend the protections of this Addendum to the PHI and limit further uses and disclosures to the purposes that make the return or destruction of the PHI infeasible. This shall also apply to all agents and subcontractors of Associate. The duty of the Associate and its agents



and subcontractors to assist the Agency with any HIPAA required accounting of disclosures survives the termination of the underlying Agreement.

- c. **Termination for Cause.** Associate authorizes termination of this Agreement by Agency, if Agency determines Associate has violated a material term of the Agreement. Agency may, at its sole discretion, allow Associate a reasonable period of time to cure the material breach before termination.
- d. **Judicial or Administrative Proceedings.** The Agency may terminate this Agreement if the Associate is found guilty of a criminal violation of HIPAA. The Agency may terminate this Agreement if a finding or stipulation that the Associate has violated any standard or requirement of HIPAA/HITECH, or other security or privacy laws is made in any administrative or civil proceeding in which the Associate is a party or has been joined. Associate shall be subject to prosecution by the Department of Justice for violations of HIPAA/HITECH and shall be responsible for any and all costs associated with prosecution.
- e. **Survival.** The respective rights and obligations of Associate under this Addendum shall survive the termination of the underlying Agreement.

5. General Provisions/Ownership of PHI.

- a. **Retention of Ownership.** Ownership of the PHI resides with the Agency and is to be returned on demand or destroyed at the Agency's option, at any time, and subject to the restrictions found within section 4.b. above.
- b. **Secondary PHI.** Any data or PHI generated from the PHI disclosed hereunder which would permit identification of an individual must be held confidential and is also the property of Agency.
- c. **Electronic Transmission.** Except as permitted by law or this Addendum, the PHI or any data generated from the PHI which would permit identification of an individual must not be transmitted to another party by electronic or other means for additional uses or disclosures not authorized by this Addendum or to another contractor, or allied agency, or affiliate without prior written approval of Agency.
- d. **No Sales.** Reports or data containing the PHI may not be sold without Agency's or the affected individual's written consent.
- e. **No Third-Party Beneficiaries.** Nothing express or implied in this Addendum is intended to confer, nor shall anything herein confer, upon any person other than Agency, Associate and their respective successors or assigns, any rights, remedies, obligations or liabilities whatsoever.
- f. **Interpretation.** The provisions of this Addendum shall prevail over any provisions in the Agreement that may conflict or appear inconsistent with any provisions in this Addendum. The interpretation of this Addendum shall be made under the laws of the state of West Virginia.
- g. **Amendment.** The parties agree that to the extent necessary to comply with applicable law they will agree to further amend this Addendum.
- h. **Additional Terms and Conditions.** Additional discretionary terms may be included in the release order or change order process.



AGREED:

Name of Agency: 22nd Century Technologies, Inc. Name of Associate: _____

Signature: *Ashley de la* Signature: _____

Title: Administrator Title: _____

Date: Oct 31, 2024 Date: _____

Form - WVBA-012004
Amended 06.26.2013

APPROVED AS TO FORM THIS 26th
DAY OF Jan 20 13
BY *Patrick Morrissey*
Patrick Morrissey
Attorney General



**State of West Virginia
Centralized Request for Quote
*Technical Temporary Staffing Services***

CRFQ # 0511-MIS2500000001

Solicitation Due Date: Oct 31, 2024 by 1:30 PM (EST)

Submitted To:

Brandon L Barr

P: 304-558-2652

Email: brandon.l.barr@wv.gov

Address: 900 Pennsylvania Ave
Charleston, WV

Submitted By:

Ashley Christina De Sa, Administrator

501 Wilson Lane, Elkins, WV, 26241

Phone: (866) 537-9191 Ext 2

| Fax: 732-537-0888

Email: sledproposals@tscti.com



Table of Contents

Fee Structure	3
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Fee Structure

Commodity Description	Requested Quantity	Unit Price	Year 01 Unit Cost	Year 02 Unit Cost	Year 03 Unit Cost
Senior Web Application Analyst	2080	\$69.32	\$70.71	\$72.12	\$73.56
Senior Application Oracle Database Administrator	2080	\$89.43	\$91.22	\$93.04	\$94.90
Senior Application DB2 Database Administrator	2080	\$92.60	\$94.45	\$96.34	\$98.27
SQL Server Database Administrator	2080	\$82.34	\$83.99	\$85.67	\$87.38
Help Desk Analyst	2080	\$45.43	\$46.34	\$47.27	\$48.22
Business Analyst	2080	\$69.87	\$71.27	\$72.70	\$74.15
Information Systems Assistant	2080	\$78.98	\$80.56	\$82.17	\$83.81
Programmer Analyst	2080	\$82.80	\$84.46	\$86.15	\$87.87
Senior Mainframe Application Analyst	2080	\$88.79	\$90.57	\$92.38	\$94.23
Mainframe Application Analyst	2080	\$83.23	\$84.89	\$86.59	\$88.32

*TSCTI has providing the pricing on the portal separately as well as per the required format.

