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Washington State Department of Revenue

ITPS Work Request: DOR-WR K2104

Fraud Analyst

Submission Date/Time: November 4, 2022
4:00 p.m.

Treinen Associates, Inc.
204 Pear Street North East
Olympia, WA 98506

Phone: 360.455.5168
Fax: 360.292.7484

www.Treinen.com

November 4, 2022

Mr. Casey Walker
Primary Work Request Coordinator
Washington State Department of Revenue
6500 Linderson Way SW
Tumwater, WA 98501

RE: Proposal Response to ITPS Work Request #DOR-WR K2104 for Fraud Analyst Services

Dear Mr. Walker:

Treinen Associates, Inc. (Treinen) is pleased to submit our response to the Washington State Department of Revenue (DOR) for Fraud Analyst services.

Treinen brings relevant experience providing technical assistance, program support, and detailed understanding of the needs outlined in WR K2104.

Treinen is proposing a lead resource, Mr. Vishal Singh, who has prior experience working with DOR on the Tax and Licensing Systems Replacement project and its resulting ATLAS program.

We appreciate the opportunity to continue working with the DOR on their mission critical initiatives, such as the Working Families Tax Credit program, and look forward to providing expertise to meet the goals outlined in the Work Request.

If you have any questions regarding this proposal, please contact me at 360.402.8650 (cell); 360.455.5168, extension 159 (office); or via email at evanogle@treinen.com.

Sincerely,

Erica Van Ogle

Erica Van Ogle, Director of Business Development

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1. Signed Executive Summary

A. *EXECUTIE SUMMARY which includes the following information stated in a concise manner and formatted to facilitate review of the material*
- *Bidder Name, FEIN, UBI, address, phone, and representative's name and contact information.*
- *Date Bidder is available to start work, if selected.*
- *Brief description of the company.*
- *Description of Bidder's experience and history providing Fraud Analyst services for large complex information technology projects.*
- *Name, title, and signature of a person with the authority to enter into a contract on behalf of the Bidder.*

RESPONSE:

Bidder Name, FEIN, UBI, Address, Phone, and Representative's Name and Contact Information

Treinen Business and Representative Contact Information	
Federal Employer Tax Identification (FEIN):	91-2186560
Uniform Business Identification (UBI):	602 245 452
Address:	204 Pear Street NE, Olympia, WA 98506
Phone:	360.455.5168
Representative Name and Contact information:	Mr. William Treinen, President and Chief Executive Officer Address: 204 Pear Street NE, Olympia, WA 98506 Phone: 360.870.7029 (cell) | 360.455.5168 ext. 101 (office) Email: wtreinen@treinen.com

Date Available to Start Work

Mr. Vishal Singh, our proposed candidate, is available to begin work on or before December 1, 2022.

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Brief Description of the Company

Treinen Associates, Inc. (Treinen) is a premier Information Technology (IT) project management, change management and professional consulting firm headquartered in Olympia, Washington. Treinen has over 21 years of experience providing complete full-scale strategic and project planning, project management, organizational change management, end-to-end procurement services, business and technical analyses, market research and solution implementation.

Treinen continues to be a dedicated partner to state governments and has been providing IT and professional management consulting services to state and local governments across the country since 2001 (incorporated in Washington State in 2002). Treinen's project management and program experience ranges from policy compliance and business process realignment to complex IT systems/solutions market research, requirements elicitation and procurement, design, development and implementation. The company's services span across 16 states, partnering with 57 clients on over 120 projects; 108 of those projects are with Washington State and local government and programs.

Treinen has expertise in ensuring that systems and related services are delivered, managed and maintained in a high-quality manner by professional consultants who bring advanced application of the necessary training, skills and capabilities.

Treinen has earned its reputation as one of the leading professional management and Information Technology (IT) consulting firms by providing a variety of services to public sector clients across the United States, including:

- Project Management
- Project Management Office (PMO)
- Business and **Technical Analysis**
- Requirements Definition and Options Analysis
- Business Process—Legacy to New System Modernization
- Organizational Change Management
- Planning and Procurement
- Technical Writing
- **Cybersecurity and Governance Vendor Selection and Implementation Support**
- **Enterprise Architecture**
- Assessment and Feasibility Study
- **Data Analysis**
- Testing
- Application Development
- Enterprise Data Warehouse
- Quality Assurance

With over 120 projects successfully completed, Treinen's world-class consultants have gained significant subject matter expertise in a wide number of programs and served a variety of state agencies and sectors including Tax and Revenue, Agriculture, Early Learning, Enterprise Services, Environmental Protection, Financial Management, Health and Human Services, Health Benefit Exchange, Insurance, K-12 Education, Labor, Licensing, Motor Vehicles, Natural Resources, Pension, Public Safety, Social Services, Transportation, and Workforce Development.

Teamwork is not just our slogan—it is our culture. We back up what we say with actions by supporting each other as well as our clients. Treinen's 45 consultants are premier professionals who rely on a solid cross-industry set of experiences, technologies, and applied methodologies, drawing on each other's expertise for best practices and thoughtful advice—collaboration that ultimately leads to greater success for our clients.

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As a result, our clients call us for advice and assistance because they trust us and know we provide knowledgeable recommendations, delivering fast and effective results. Our clients know we deliver, and they return to us time and time again to help them with solutions under difficult political environments and under tight timelines.

Bidder's Experience and History Providing Fraud Analyst Services for Large Complex Information Technology Projects

Treinen has provided data collection/analytics and data warehousing services to multiple clients throughout the past 18 years. The following presents project descriptions to which we have provided similar services.

DC Department of Health Care Finance, District Ombudsman Grievance and Appeals Reporting System

The objective of this five-year engagement is to create an evidence-based reporting and monitoring tool for the Department of Healthcare Finance (DHF) Managers and Legislators as they seek to optimize the commercial health insurance customers' experience and outcome when obtaining covered health care services in conjunction with their commercial insurance provider.

Services:

Treinen resources include a Project Quality Oversight Manager, a Senior Technical Lead, and a Grievance and Appeals Analyst.

Treinen is providing:

- Technical support for enhancement of insurer reporting submission templates and reporting to meet the Office of Health Care Ombudsman and Bill of Rights' (OHCOBR) grievance and appeals analytics objectives.
- Support with conducting desk reviews of insurer's responses and reporting for the grievance and appeal request for information.

Major Deliverables:

- Legislative Review, Assessment and Preliminary Findings and Recommendations Report
- Report – Data Collection System Redesign
- Analysis of Data and Reports
- Annual Report and Ongoing Data Access

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NE Department of Health and Human Services, ICD-10 Planning

In January 2009, the United States Department of Health and Human Services released a Health Insurance Portability and Accountability Act (HIPAA) Administrative Simplification Final Rule for adoption of the Tenth Revision of the International Classification of Diseases (ICD-10). ICD-10 is a coding system used to classify diagnoses and hospital procedures.

Treinen provided project and consulting leadership to assist the Nebraska Department of Health and Human Services (DHHS), Medicaid and Long-term Care (MLTC) Division, in complying with a federal mandate to update the ICD-10 by the mandated timeline.

Treinen conducted 50 key informant interviews and gathered data to assess impacts such as changes to systems, personnel, processes, providers and payments. This work was performed under a subcontract to JS3 consulting.

Treinen also provided management and support to MLTC for implementing the ICD-10 across all business units within the agency. The purpose of the impact assessment was to:

- Pinpoint heavily impacted activities.
- Identify related business rules and policies that require revision to accommodate the ICD-10.
- Identify related staff training needs.
- Help estimate workload demands and resource requirements.
- Define ways to reduce manual processing where feasible.
- Identify opportunities for standardizing processes.
- Define and document new processor instructions.
- Identify opportunities to use ICD-10 to improve processing, data collection, reporting, etc.

Services:

We provided health information administration and technology expertise, project management, regulatory and policy analysis, and business analysis.

- Authored an Impact Assessment of all business units.
- Co-chaired the project Steering Committee.
- Managed a project team comprised of representatives from the Medicaid business and IT divisions
- Developed Advance Planning Documents to secure federal project funding.
- Provided monthly performance reporting to the Centers for Medicare and Medicaid Services (CMS).
- Participated in periodic onsite meetings and training with CMS and its technical advisors from Noblis Consulting.

Major Deliverables:

- ICD-10 Impact Assessment Report
- Project Management Plans
- Project Work Plan and Schedule
- Implementation Advanced Planning Documents (federal funding)
- Meeting Leadership and Facilitation
- Project Status Reporting for MLTC and CMS
- Project Issue and Risk Management
- Stakeholder and Vendor Management

Outcomes Achieved:

The outcomes and findings of this assessment guided the agency's preparation for ICD-10 readiness: development of business remediation strategic planning to assist MLTC in minimizing transition issues and maximizing opportunities for a smooth and successful transition for their program areas, as well as for affected providers. We found that most of the impacts identified were associated with the business side rather than system impacts, which underscored the assertion that transition to the ICD-10 was primarily a business-driven implementation.

The MLTC successfully transitioned to ICD-10 by the revised federally mandated deadline.

Managed Long-Term Care Compliance Review (sub project on the NE ICD-10 initiative):

Client Objective:

As a subcontractor to JS3 Consulting, Treinen provided consulting support for the Nebraska Medicaid and Long-Term Care Program for evaluating the feasibility for a state managed Long-Term Services and Support (LTSS) program, intended to integrate medical, behavioral, dental, pharmacy and long-term care services.

Services:

Our Project Manager's role included authoring draft issue papers, researching best practices, facilitating teams of subject matter experts and evaluating "as-is" and "to-be" business policies and processes. The Project Manager also conducted internal business process and regulatory compliance reviews of State Plan and Waiver services for the Nebraska Medicaid and Long-Term Care Division.

In addition, we:

- Reviewed and documented the existing processes, including process mapping.
- Defined federal and state statutory and regulatory authority for services.
- Identified gaps between statutes/regulations and the Nebraska State Plan.
- Researched and identified industry best practices.
- Identified, reviewed and documented the existing staffing, procedures, forms, processes (manual and systems), and outcomes.
- Identified any evaluating gaps between processes, requirements and best practices.
- Outlining options for requirements compliance and opportunities for improvement.

Eligibility RFP/MITA 2.0 to 3.0 (sub project on the NE ICD-10 initiative):

Client Objective:

In January 2009, the United States Department of Health and Human Services released a Health Insurance Portability and Accountability Act (HIPAA) Administrative Simplification Final Rule for adoption of the Tenth Revision of the International Classification of Diseases (ICD-10). ICD-10 is a coding system used to classify diagnoses and hospital procedures.

Treinen provided project and consulting leadership to assist the Nebraska Department of Health and Human Services, Medicaid and Long-term Care (MLTC) Division, in complying with a federal mandate to update the ICD-10 by the mandated timeline.

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Treinen performed an Impact Assessment under a subcontract to JS3 consulting. The purpose of the assessment was to:

- Pinpoint heavily impacted activities.
- Identify related business rules and policies that require revision to accommodate the ICD-10.
- Identify related staff training needs.
- Help estimate workload demands and resource requirements.
- Define ways to reduce manual processing where feasible.
- Identify opportunities for standardizing processes.
- Define and document new processor instructions.
- Identify opportunities to use ICD-10 to improve processing, data collection, reporting, etc.

Services:

Treinen conducted 50 key informant interviews and gathered data to assess impacts such as changes to systems, personnel, processes, providers and payments. Treinen also provided management and support to MLTC for implementing the ICD-10 across all business units within the agency.

Our work included:

- Authored an impact assessment of all business units.
- Co-chaired the project Steering Committee.
- Managed a project team comprised of representatives from the Medicaid business and IT divisions
- Developed Advance Planning Documents to secure federal project funding.
- Provided monthly performance reporting to the Centers for Medicare and Medicaid Services (CMS).
- Participated in periodic onsite meetings and training with CMS and its technical advisors from Noblis Consulting.

Major Deliverables:

- ICD-10 Impact Assessment Report
- Project Management Plans
- Project Work Plan and Schedule
- Implementation Advanced Planning Documents (federal funding)
- Meeting Leadership and Facilitation
- Project Status Reporting for MLTC and CMS
- Project Issue and Risk Management
- Stakeholder and Vendor Management

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Stakeholders:

- Medicaid and Long-Term Care (MLTC) business operations staff in four major business areas:
- Claims
- Policy
- Operations support
- Program integrity
- MLTC Executive Leadership
- Information Services and Technology Division leadership and staff
- Health care providers and vendors affected by the upgrade to ICD-10

Outcomes Achieved:

The outcomes and findings of this assessment guided the agency's preparation for ICD-10 readiness: development of business remediation strategic planning to assist MLTC in minimizing transition issues and maximizing opportunities for a smooth and successful transition for their program areas, as well as for affected providers. We found that most of the impacts identified were associated with the business side rather than system impacts, which underscored the assertion that transition to the ICD-10 was primarily a business-driven implementation.

Through our efforts, the MLTC successfully transitioned to ICD-10 and implemented the system changes and process modifications to remain fully compliant by the revised federally mandated deadline.

Additional Sub-Projects:

- MITA Assessment
- ACA Planning and Implementation
- Performance Audits
- MMIS Pre-Planning
- Dental Managed Care

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WA Department of Licensing Cloud Continuity

The Washington State Department of Licensing's (DOL's) objective was to create a fully functional instance of the DRIVES (i.e., driver and vehicle licensing systems) and Central Issuance System environments in the Cloud that can be utilized in the event of an extended service outage at the state Data Center in Olympia, Washington.

The project involved: a) working with a third-party vendor to analyze DOL's environment and develop a Business Continuity Disaster Recovery Plan, and b) implementing the Plan. The project also involved decommissioning DOL's data center in Union Gap, once DOL had continuity setup in Azure.

The total client project budget was $4,950,000.

Services:

Treinen provided project management for all project tasks, including:

- Collaborating with an outside vendor (Planet Technologies) that is providing Cloud architecture support and developing Business Continuity Disaster Recovery (BCDR) Plan.
- Working with Washington Technology Solutions (WaTech), the state's consolidated technology services agency, to set up the Cloud Highway and Virtual Private Network (VPN) for DOL to connect to the Microsoft Azure environment.
- Working with DOL stakeholders to determine necessary cloud requirements.
- Working with DOL technical resources to resource, configure and test the Azure environment as per the BCDR.

Major Deliverables:

The major deliverables for **Gate 1 – Planning**, were mostly complete by the time the Treinen contract started. However, for information and continuity, these deliverables included:

- IT Project Assessment
- Project Concept Brief
- External Quality Assurance (QA) Procured
- Project Charter
- Technology Budget
- Risk Management Plan
- Change Control Plan
- QA Readiness Assessment
- Quality Management Plan
- Assessment from Planet Technologies
- Work Breakdown Structure (WBS)
- Interagency Agreement between DOL and WaTech for Cloud Highway
- Investment Plan

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The major deliverables for **Gate 2 – Implementation Continuity**, Phase 1 included:

- Cloud Readiness Assessment
- Implementation Plan
- Washington State Office of Cyber Security (OCS) Review
- Finalized System Inventory
- Finalized Azure Cost Model
- Cloud Environment Contract with Azure
- Infrastructure (Network and Server Objects) in Cloud Provisioned

The major deliverables for **Gate 3 – Implementation Continuity**, Phase 2 included:

- DRIVES/CIS (Application and Data) installed in Azure
- Firearms Database installed in Azure
- Application Replication of Drives/CIS in Azure
- Replication of Firearms Database in Azure
- "Smoke Test" of Azure DRIVES system
- Functional Test of Disaster Recovery Environment

The major deliverables for Gate 4 – Stabilization and Operationalization included:

- Activation of Disaster Recovery Plan for Drives/CIS system
- Update of Agency DR/COOP Plans
- Project Closeout Activities

Major Milestones:
- Project Assessment completed
- Project Concept Document
- External QA Contract signed
- Project Charter Roles and Responsibilities completed
- Technology Budget approved
- Risk Management Plan completed
- Change Control Plan completed
- QA Readiness Assessment completed
- Quality Management Plan completed
- DOL Inventory and Cloud Assessment (Planet Technologies)
- WBS completed
- Interagency Agreement completed
- Investment Plan approved – Target
- Cloud Readiness Assessment
- Updated Implementation Plan (WBS/IP)
- OCS Approval/Certification
- System Inventory

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- Cost Model Documentation/Recommendation
- Signed contract between DOL and Microsoft Azure Environment
- Cloud System Inventory with Production Crosswalk
- DRIVES/CIS (Application and Data) installed in Azure
- Firearms Database installed in Azure
- Application Replication of Drives/CIS in Azure
- Replication of Firearms Database in Azure
- "Smoke Test" of Azure DRIVES system
- Functional Test of Disaster Recovery Environment
- Activation of Disaster Recovery Plan for Drives/CIS system
- Update of Agency DR/COOP Plans
- Project Closeout Activities

Outcomes Achieved:

Project Objective: To create a fully functional instance of Drives and CIS environments in the Cloud to be utilized in the event of an extended service outage at the State Data Center in Olympia, WA.

- DOL has created fully functional instance of DRIVES and CIS in the cloud (Azure) (BioLink supported by QDC) that can be utilized if the State Data Center (SDC) becomes partially or fully unable to meet DOL's business needs.
- Functional Testing of the environment resulted in 95% successful business end-to-end functional testing for DRIVES and CIS components.
- To support these objectives and goals, DOL performed the following supporting tasks:
  - Union Gap (ERDC):
    - Migrated multi terabytes of backup data from Union Gap (EDRC) to the Azure MAC (Commercial) cloud.
    - Migrated Firearms backup data from Union Gap (EDRC) to the Azure MAG (Government) cloud.
    - Decommissioned existing EDRC Servers, Network, and physical infrastructure.
  - Azure Cloud:
    - Created three instances of DRIVES/CIS.
    - Test environment: Used to verify application installation and validate base application functionality.
- Quality Assurance (QA) environment: Used to functionally test applications and failover/fallback processes.
- Production environment: Used for disaster recovery site for Production instances of DRIVES/CIS.
- Environment setup required setting up SQL Always On Availability Groups (AOAGs), CouchDB, CommVault and LiveSync processes to synchronize data and applications from on premise environments to Azure cloud environments.
- Performed multiple failovers and fallbacks in the QA environment to clarify and finalize detailed tasks as well as train the DOL resources to perform the necessary tasks.
- Reviewed and implemented Operations and Management processes.

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- QDC:
  - To support continuity for elements of the solution that could either not be implemented to Azure (due to for specific technical reasons) or were deemed more appropriate for other reasons, such as cost, DOL implemented several functions in the Quincy Data Center (QDC):
  - American Association of Motor Vehicle Administrators (AAMVA) - Setup to provide continuity in case servers in State Data Center (SDC) were unable to provide this service.
  - BioLink – Because certain facial recognition software was not compatible with Azure, setup a server to provide this functionality in QDC along with servers in Azure.
  - Domain Controllers - Setup to provide continuity in case domain controllers in State Data Center (SDC) were unable to provide this function.
  - SMTP Relay - Setup an SMTP relay to provide continuity in case SMTP relay in State Data Center (SDC) is unable to provide this function.
  - F5 Load Balancers – Setup up QA and Production F5 Load Balancers to provide continuity in case load balancers in State Data Center (SDC) were unable to provide this service.
  - Cloud Highway - Worked with WaTech to setup and enable WaTech's Cloud Highway to connect DOL's environment to Microsoft's cloud environment.
  - LSO/VLO Circuit - Setup to provide continuity in case circuit in State Data Center (SDC) is unable to provide this service.
- Washington State Office of the Chief Information Officer (OCIO)
  - Supported Gated Funding processes through four (4) gates including creation and maintenance of the Tech Budget.
- Project:
  - Created all standard project deliverables (Charter, Schedule, Risk, Issues, Organization Change Management Plan, etc.)
  - Engaged with external cloud architect to assist with Business Continuity Disaster Recovery Plan (BCDR) and BCDR Warm Implementation.
  - Engaged with external Quality Assurance (QA) consultant.
- Charter Expectations:
  - Expectation: DOL will have on-demand data access to cater to traffic and public safety related services.
    - Result: With a DRIVES/CIS environment built out in the cloud, within 24 hours of an SDC disaster, DOL can be operational in the cloud.
  - Expectation: All Driver and Vehicle services, in office, by phone and online, could return to full functionality within one to two days of a major outage (compared to weeks or months if not funded).
    - Result: With a DRIVES/CIS environment built out in the cloud, within 24 hours of an SDC disaster, DOL can be operational in the cloud.
  - Expectation: Any operation or service could be restored within one-to-two days of its data being infected (compared to weeks or months if not funded).
    - Result: With a DRIVES/CIS environment built out in the cloud, within 24 hours of an SDC disaster, DOL can be operational in the cloud.

o Expectation: DOL will have moved from a capital expenditure model to an operational expenditure model for its business continuity.

– Result: With a DRIVES/CIS environment built out in the cloud, DOL has moved from a capital expenditure model to an operation expenditure model for DRIVES/CIS continuity.

o Expectation: DOL will be in compliance with WA State OCIO datacenter policy.

– Result: With the decommissioning of Union Gap (EDRC), DOL is now in compliance with WA State OCIO datacenter policy.

WA Department of Social and Health Services Automated Client Eligibility Systems (ACES) Remediation and Eligibility Service (ESAR) Project Management for the Federal Affordable Care Act

Starting in 2012, a team of Treinen Project Managers assisted the Department of Social and Health Services (DSHS) in overseeing the transformation of eligibility determination for Medicaid and non-Medicaid clients. This effort supported the federal Affordable Care Act (ACA) requirements including IRS-1075 Tax Information Security Guidelines. The ACA requirements included the establishment of a separate agency for health benefits through the new Health Benefits Exchange (HBE). The Automated Client Eligibility Systems (ACES) Remediation and Eligibility Service (ESAR) project provided the system of record for determination of eligibility for the new HealthPlanFinder managed by HBE. The budget for the ESAR work for Treinen was over $9M.

This major project influenced nearly every DSHS process from an eligibility perspective, including operations within the field offices (known as Community Services Offices); interfaces among dozens of agencies and community partners, technology frameworks and platforms and rules engines. Even the level and form for conducting requirements development and testing was affected as the agency moves from a long-standing Waterfall methodology to an Agile approach.

After the implementation of ESAR Phase 1, which was the implementation of the ACA, ESAR Phases 2 and 3 were to migrate the remaining medical, cash and food eligibility rules into the IBM Operational Decision Manager (ODM) business rules engine. During the Discovery Phase of this work, it was determined that a further technical foundational analysis was required. This resulted in the establishment of a revised ESAR project that included five tracks; Application Lifecycle Management (ALM), Data Reduction, Database Modernization, Mainframe Rehosting and Eligibility Rules Migration (ERM). A revised agency budget for these five tracks was established at $75M.

Services:

- Treinen staff managed a portfolio of projects and oversaw a large team of client and vendor (IBM) staff. We were responsible for all aspects of the Eligibility Service and Automated Client Eligibility Systems (ACES) Remediation (ESAR), including the original phases and the current project tracks.

- Treinen was responsible for developing and maintaining project plans, budgets and schedules for multiple simultaneous projects, including risk and issue management and disaster recovery.

- Project management activities included:

- Project planning

- Resource management

- Scheduling

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- Deliverables definition
- Risk and issue identification
- Financial and deliverables tracking

Treinen also created and managed the development of Advanced Planning Documents (APDs) and state Legislative Decision Packages required to request approval of federal funds and state funds; a detailed Work Breakdown Structure; and the Project Schedule and Project Plans—and ensured all are compliant with the IRS-1075 protocol.

Our Project Managers also collaborated closely with Quality Assurance (QA) and Independent Validation and Verification (IV&V) contractors to ensure consistent monitoring of project progress and address recommendations for corrective action.

Because of the scope of influence of the project, many stakeholders were involved. For example, DSHS client staff are represented by a public sector union and the team works with all field offices (Community Services Offices) to develop new processes for coordination with the HBE for eligibility and enrollment into the Health Plan Finder. Numerous other stakeholders were also involved.

We were responsible for developing corrective Action Plans to resolve scheduling and deliverable shortfalls. Our Project Manager led the preparation of a Request for Proposals, authored a Change Management Plan, Training Plan, documented lessons learned, produced status reports, project analyses and evaluations and recommendations. The Lead Project Manager also directed the Treinen team in efforts to inform the client on adopting a System Development Life Cycle (SDLC) methodology.

The Treinen project management team successfully completed ESAR Phase 1, the implementation of the Affordable Care Act, and the completion of two of five current tracks, the Application Lifecycle Management (ALM) and Data Reduction. The Database Modernization track was halted due to the Health and Human Services Coalition decision to research a more comprehensive integrated eligibility system for all five of the current agencies involved in providing services and benefits to Washington citizens.

Treinen's project management team managed the DSHS Mainframe Rehosting project for DSHS' Economic Services Administration (ESA) Information Technology Services with a total budget of approximately $23.8M. The primary goal of this project was to migrate all the infrastructure, hardware, applications and other associated processes from the legacy z/OS mainframe environment to a distributed Windows/Linux environment and eliminate the replication of data between the IMS and DB2 databases.

Treinen services include the development of an RFP, procurement and on-boarding of the vendor and managing the vendor to meet DSHS' requirements. Treinen was also responsible for providing status updates to the Centers for Medicare and Medicaid Services (CMS), Food and Nutrition Service, the Office of the Chief Information Officer (OCIO)—Washington State's oversight agency and the Office of Financial Management (OFM), in addition to responding to QA and IV&V recommendations. Treinen also managed the budget for this project by meeting Washington State Information Technology (IT) pool requirements and gated funding through the OCIO and OFM.

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Treinen managed activities related to application lifecycle management (ALM), data reduction, and database modernization. Services included recommendations on the project approach and technology platform to maximize the use of state and federal funds and avoid duplication of vendor or state resources.

Major Deliverables:

- Project Charter
- Microsoft Project Plan: project milestones, deliverables, dependencies, resourcing, scheduling, tracking, analysis and Progress Reports
- Requirements Management Plan
- Quality Management Plan
- Communication Management Plan
- Governance and Oversight Management Plan
- Schedule Management Plan
- Contracts/Procurement Management Plan
- Risk and Issue Registry and Management Plan
- Resource Management Plan
- Financial Management Plan
- PowerPoint Presentations for key meetings: CMS, OCIO, the Project Steering Committee, etc.
- Review and responses to monthly QA Reports
- Review and responses to monthly IV&V Reports
- CMS, OCIO and Steering Committee meetings and monthly reports with agendas and minutes
- Weekly leadership meetings, agendas, status reports and meeting minutes
- Regularly scheduled vendor working sessions with agendas, minutes, reporting and artifacts
- OCIO website uploads
- Collaborative Application Lifecycle Management Tool website uploads
- Implementation of Advance Planning Document, Operational Advance Planning Document, as well as updates and Financial Reports
- Decision Packages, Investment Plans and IT Addendums

Major Milestones:

- Implementation of the Affordable Care Act in 2012, on time and within budget.
- Re-structured and re-chartered the ESAR project to five tracks in alignment with the IV&V recommendations.
- Implementation of the Application Lifecycle Management track in 2018, on time and under budget.
- Completion of the Data Reduction track in 2019, on time and under budget.

Stakeholders:

Stakeholder engagement extends far beyond routine status reporting. Our project management services included recommendations on the project approach and technology platform to maximize use of state and federal funds and avoid duplication of vendor or state efforts and resources. The Treinen

project management team worked directly with some stakeholders and with the dedicated OCM resources to communicate activities, changes, status and all other pertinent information.

Project stakeholders included the following organizations and individuals:

- Center for Medicare and Medicaid Services
- Public Sector Employee Union
- Community Services Offices
- Food and Nutrition Services
- Administration for Children and Families
- DSHS
- Health Care Authority (HCA)
- Health Benefits Exchange
- IBM
- IV&V Vendor
- OCIO
- Office of Financial Management
- Legislature
- ESA Steering Committee
- Contracting
- Leadership
- IT Director
- Chief Operating Officer
- Assistant Secretary

Outcomes Achieved:

Several projects have been planned and implemented over the course of ESAR. Foremost was obtaining go-live in October 2012 for the eligibility service functions for the Modified Adjusted Gross Income (MAGI) population before the Affordable Care Act open enrollment in November 2012. This was supported by the work we completed to design detailed budget tracking for APDs, our extensive procurement work for system improvements and our work with partner agencies such as the HCA and HBE on integration activities.

Treinen ensured that the 25-year old system at DSHS was able to meet all the requirements and demands, including IRS-1075 compliance, within 14 months. Treinen's work was completed on schedule and within budget, to the client's full satisfaction.

WA Department of Social and Health Services Background Check System

The Washington State Department of Social and Health Services (DSHS) badly needed to replace its legacy Criminal History System (CHS) and had experienced several prior failed attempts. Treinen was selected to assist DSHS in achieving its goal of moving to a modern, web-based system that would ensure full compliance with the federal Criminal Justice Information System (CJIS) security requirements. The new system is referred to as the Background Check System (BCS). Background checks from the BCS system are processed through the Washington State Patrol (WSP) and the traffic volume from the BCS system accounts for more than 75% of the WSP background checks processed annually.

The client project budget for this system replacement was $4.5M.

Services:

Treinen was selected to provide:

- Custom application development
- Technical Architecture/Analysis
- Data Analysis/Data Migration
- Project management
- Business analysis
- Agile/Scrum process framework for managing software development
- Software testing services
- Maintenance & Operations

To support the project, Treinen resources included a Project Manager, Business Analysts, Scrum Master, Technical Architect, Developers and Testers.

Treinen first completed the Discovery Phase of the project, which included analyzing the existing system to review and verify requirements; validating client assumptions; determining what functionality could be reused; and creating User Stories. The level of requirements management and tracking on this project was extreme to ensure that all laws and applicable (federal CJIS) regulations were met. We fully assessed the existing technology, architecture and infrastructure and recommended an appropriate solution.

Our approach examined the existing software requirements and enhanced them to establish a strong foundation for the Agile development phase of the project. We developed the context of the current system; documented the main workflows, business rules and mapping; and created User Stories.

We used the Agile/Scrum framework throughout the software development lifecycle – for design, development and testing. This effort was led by our Certified Scrum Master who also coached the client on Scrum and Agile processes. In total, Treinen completed 26 development sprints and thoroughly tested the system prior to its successful implementation.

The Background Check Central Unit (BCCU) now uses the new BCS for submission and reporting of background checks. The BCS retains and improves upon the functionality and efficiencies of the legacy system. This web-based solution is easily maintained in a modern network infrastructure, which enables DSHS to efficiently respond to multiple federal and state mandates as well as organizational changes. The BCS eliminated background checks received via mail or fax and eliminated the need to

process form rejects. As a result of implementing the new BCS, DSHS was able to retire the legacy CHS system.

Technical Architecture/Analysis

Treinen completed the discovery phase of the project which included a comprehensive technical analysis and assessment of the current system to determine the feasibility for the reuse of existing application and infrastructure components. Treinen performed a technical gap analysis of the existing technology, software architecture and infrastructure. The Treinen architect and technical analyst developed an overall IT architecture strategy which detailed the technology upgrade, database technology and design upgrades and modifications to interfaces with internal and external partner agencies including 3rd party vendors. Treinen technical analysts documented these findings including numerous technical recommendations that would improve and streamline business operations.

Upon completion of this initial discovery phase, Treinen technical analysts drafted and finalized a technical change request for presentation to the client. This change request summarized the findings from the technical gap analysis, described the pros and cons of reutilization of legacy components and described the proposed technical design in detail.

The Treinen technical analysts worked with the Washington State Office of the Chief Information Officer (OCIO) Enterprise Architect (EA) and Office of Cybersecurity (OCS) to complete an extensive architectural design review process.

Treinen technical analysts reviewed and verified the client software requirements and enhanced them to establish a strong foundation for the Agile development phase of the project.

Throughout the project lifecycle Treinen technical analysts worked closely with a broad spectrum, of project stakeholders, ranging from line-of-business staff to executive sponsors. Treinen technical analysts provided extensive knowledge transfer and training for agency IT staff and developed a comprehensive, highly detailed set of system design documents.

Maintenance & Operations

Upon successful implementation of the system, DSHS retained Treinen's services to provide ongoing maintenance and operations support for the BCS system. During this time the Treinen technical staff implemented numerous updates to the BCS system to further enhance business operations beyond the scope originally defined in the project charter. We provided a full-time Senior Application Developer and a part-time Tester to support the maintenance and operations phase of the project. Activities included:

- design, development and testing of application modifications to meet business requirements;
- analyzing, reviewing and altering programming to increase operating efficiency or adapt to new requirements;
- providing knowledge transfer and training to persons identified by the Department of Social and Health Services' Technology Services Division for the ongoing support and maintenance of the system;
- coordinating testing through all cycles for new functionality and updates/fixes and upgrades;
- monitoring system change requests and assisting with prioritization;

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- managing the Quality Assurance of new functionality and system enhancements; and
- assisting with documentation of system and collaboration with technical staff to monitor progress of requests.

Major Deliverables:

Treinen continues to provide ongoing services and maintenance on the BCS system. Treinen deployed a full-time Senior Application Developer to support the maintenance and operations phase of the project. The Application Developer is responsible for:

- Design, development and testing of application modifications to meet business requirements.
- Analysis, review and programming modifications to increase operating efficiency or adapt to new requirements.
- Knowledge transfer and training to the DSHS Technology Services Division staff for the ongoing support and maintenance of the system.
- Coordination of testing through all cycles for new functionality and updates/fixes and upgrades.
- Monitoring system change requests and assisting with prioritization.
- Managing the quality assurance of new functionality and system enhancements.
- Systems documentation and collaboration with technical staff to monitor the progress of service requests.

Major Milestones:

- Performed initial Gap Analysis to assess requirements and validate client assumptions regarding legacy component reusability.
- Developed an updated project schedule and work breakdown structure (WBS) to adequately frame the project effort.
- Developed a solution architecture and created a highly detailed system design document.
- Documented system requirements and created User Stories for the Agile development phase.
- Executed the design, development and testing phase using an Agile approach.
- Completed an Office of the Chief Information Officer (OCIO) cybersecurity design review.
- Integrated the BCS solution with the Secure Access Washington portal.
- Developed interfaces with external state agencies, to include the WSP as well as the commercial fingerprint service vendor.
- Completed User Acceptance and implemented solution.
- Successfully completed system stabilization period.
- Enabled staff to transition to full-time remote work during the COVID-19 pandemic.

Outcomes Achieved:

Treinen's BCS solution brought several prior failed attempts by DSHS to an end with a highly successful implementation. Following stabilization, the system reduced the throughput for conducting background checks by over 60%. The system includes advanced security and process improvements (such as e-signature capability) and supports 100% remote (secure) processing. Finally, as a result of strict requirements management and tracking, the BCS design ensures that all laws and applicable (federal CJIS) regulations were met.

The BCS system fully met client expectations and the flexibility incorporated into the system design allowed the entire BCCU to seamlessly transition to a full remote workforce during the COVID-19 pandemic of 2020. The flexible system architecture implemented by Treinen allowed the entire unit to transition to remote work within about six hours with no major issues. As a result of Treinen's work, the BCS application has experienced multiple improvements; backlog has been eliminated; and background checks are being processed in a timely manner.

WA Office of Financial Management K-12 Benefit Study and Comparative Analysis

The Washington State Office of Financial Management (OFM) requested assistance from Treinen for performing research and analysis related to Washington's K-12 employee benefits and associated costs. The state was assessing the K-12 employees benefits which had been funded, managed, and procured separately and at a school district level as compared to other public employees.

Services:

Treinen resources included three senior health care policy experts to the engagement, who:

- Reviewed prior studies, assessments, and reports on K-12 employee costs and benefits.
- Conducted research and gathering current information on K-12 employee benefits.
- Conducted interviews with subject matter experts, school district personnel, third party administrators, and union representatives.
- Completed and documented comparative and financial analyses, reports, and findings.

Major Deliverables:

- Final Report on K-12 findings and recommendations to the state Legislature.

Major Milestones:

- Met and gathered core data and information from a wide representation of K-12 entities.
- Drafted and submitted the final report to OFM and the state Legislature by the December 1st

Outcomes Achieved:

Treinen's prior knowledge of this topic greatly increased our ability to move the project forward at a fast rate. Our approach and historical subject matter expertise allowed for constructive interaction among a very diverse stakeholder group on a sensitive topic. The team worked diligently to gather and analyze a significant amount of data and prepare presentations, drafts, and final reports to ensure OFM had the project complete on schedule and within budget.

WA Office of the Insurance Commissioner K-12 Benefit Data Collection

The Washington State Office of the Insurance Commissioner (OIC) sought Treinen's assistance in a major undertaking to collect K-12 school district employee health benefits data in support of ESSB 5940. Under this legislation, detailed information about school district health benefits, including demographic and financial data, must be reported to the Washington State Legislature. Some of the required information was collected from school districts, and some was collected from medical insurance carriers by means of a separate, parallel data call. Treinen's revenue on this project was over $1.5M.

Services:

Treinen managed the employee benefit data collection from the 295 K-12 school districts and nine insurance carriers. This project had been attempted previously without success several times over the previous 28 years. Treinen's goal was to build a highly reliable data set that would allow the Washington Legislature to address policy questions about health insurance for school district employees and their dependents, a population of about 200,000 persons. Our team developed the data collection tools and protocols and gathered data from all reporting entities.

A team of five consultants gathered data from all reporting entities for five consecutive years. The main activities for this project were:

- The creation of a data collection design for school districts and insurance carriers.
- The creation of data reporting tools.
- A database management system.
- Extensive and advanced data validation programming.
- Extraction of voluminous statistical exhibits depicting the collected data.

This project cycled in one-year increments, with each year including additional data quality development within our custom application, which we used to gather, process and manage the collected data.

Major Milestones:

- Conducted data collection from 295 school districts annually from 2013 – 2016.
- Conducted data collection from nine health insurance carriers annually from 2013-2016.
- Performed data validation and clean-up for actuary annually.
- Produced Annual Reports to the Legislature from 2013 to 2016.

Major Deliverables:

- Project Plan with project milestones, deliverables, dependencies, resourcing, scheduling and tracking.
- Engagement Plan for the 295 school districts and their nine medical insurance carriers.
- Develop a data collection system for school districts.
- Develop a data collection system for insurance carriers.
- Monthly Status Reports.
- Annual Reports to the Legislature.
- Raw Data Extract from Joint Legislative Audit & Review Committee (JLARC).

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The initial project staff included five resources: A Project Manager, Business Analyst and Technical Analyst, as well as a Benefits Consultant and an Actuary. The project team was assisted by the Treinen Account Manager, and our President/CEO, Will Treinen, who both have extensive subject matter expertise in health care as it relates to education.

As the solution vendor and service provider, Treinen was responsible for:

- Project Management
- Business Analysis
- Technical Development
- Actuarial Reporting
- Technical Writing

Descriptions of these services are described below.

Project Management

The Project Manager led on-time requirements definition for substantial enhancements in each project year and oversaw production of a yearly report to the Legislature and Governor's Office.

The Project Manager maintained foundational documents such as the Project Charter, Project Plan (scope, budget and schedule), process overview diagrams, Statements of Work, deliverable specifications and acceptance criteria, process and work stream designs, Work Breakdown Structures, and estimates for proposals to expand scope.

This project included stakeholder management of highly federated public sector employees, represented by two large statewide unions and many school district unions as well. Cross-agency efforts to manage stakeholders included the Office of Financial Management, Office of the Superintendent of Public Instruction, staff from the Washington State Senate and House, the Governor's Office, Joint Legislative Audit Review Committee, Health Care Authority, Washington Education Association and several independent entities representing schools, their employees and the benefit administration vendors.

Business Analysis

The Business Analyst was the liaison between the Treinen Team and School District Administration. The Business Analyst also supported integrated testing, release management, software implementation, process reengineering, as well as design, testing and implementation of complex data validations.

Technical Development

The Technical Consultant was responsible for all development efforts on the project as well as being the primary focal point for insurance carriers during the data collection phase of each cycle. Our Technical Developers custom built all applications, screens, reports, error checking and the ETL processes to load Excel-based spreadsheets directly into the database.

Technologies included advanced Visual Basic programming (the Excel data collection spreadsheets included data validation macros), SQL and advanced statistical features of Excel.

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The reporting database was created using Microsoft Access and interfaced with Citrix Sharefile via an Application Programming Interface developed in Visual Basic.

Actuarial Reporting

After the data was collected, our Actuary analyzed hundreds of data sets and provided mathematical trends to draw conclusions from the body of data. From this analysis, the Actuary developed dozens of exhibits to accurately represent the data and wrote the technical summary of the data for the Legislature to consume in easy-to-understand reports each year.

Technical Writing

Treinen consultants prepared the legislative report which, by law, was due each December. All legislative reports were peer reviewed by the Actuary and Benefits Consultant.

Outcomes Achieved:

The Treinen Team was extremely successful in working with school districts and their medical insurance carriers. In the first year of the project, we achieved a 99.6 percent compliance rate, and in subsequent years achieved 100 percent compliance.

The 2013, 2014, 2015 and 2016 reports provided the most complete and authoritative data and information ever produced regarding the composition and breakdown of $1B in benefits the state paid for school employees.

Treinen received recognition from OIC's Commissioner, the Governor's Office and the Legislature for exemplary work, given the number of diverging interests involved in this project. The legislative reports included about 2,000 pages of exhibits, summary tables and analyses.

Because of the credibility of our approach, all key stakeholders supported a request to the Legislature to fund this project for another year, which was not a requirement of ESSB 5940. OIC was given the funds to continue the project. The fifth year of work concluded in June 2017. Although we collected 2016 data in 2017, the project was ended due to legislative direction before a 2017 report could be written.

Based on the years of quality and complete data this project provided, the Legislature made the decision in 2017 to transition control of health benefits for all school employees from individual districts to a state School Employees Benefit Board (SEBB). Starting in 2019, more than 150,000 school district employees and families have affordable health benefit choices.

As a result of the data collected, the legislature concluded that it was more cost-effective to have a single entity negotiate for employee health benefits with insurance carriers as opposed each school district negotiating separately with insurance carriers. The data that Treinen collected provided valuable insights to policy makers and illustrated that there were wide variances in costs between school districts for similar health benefits coverage.

WA State Patrol One Washington Enterprise Resource Planning

Treinen was selected to provide project management and business analysis services for the implementation of One Washington (OneWA) Enterprise Resource Planning (ERP) project at the Washington State Patrol (WSP). The OneWA project, led by the Washington State Office of Financial Management (OFM), is an enterprise-wide transformation program focused on replacing a 1960s era technology with a cloud-based solution for finance, procurement, budget, human resources, and payroll processes.

The OneWA project will be completed in phases and will follow the state's OneWA roadmap.

Phase 1a of the program includes replacement of the Agency's Financial Reporting System (AFRS) with a new cloud-based ERP system. The program selected Workday as its ERP vendor. The OneWA will have agency-wide impact across WSP processes, people, and technologies. Additional information can be found at https://one.wa.gov/about.

Services:

The OneWA project management and business analysis work spans all phases of the project including planning, process redesign, requirements, data analysis, testing, and transition to operations. Treinen deployed a team comprised of an expert-level Project Manager (PM) and two expert-level Business Analysts (BAs).

Project Management

Our expert-level PM is providing management services following the Project Management Institute's methodology and WSP's policies and guidelines to implement all aspects of the OneWA ERP.

- Creating a Work Plan and Schedule.
- Ensuring all Washington State Office of the Information Officer (OCIO) requirements are met at project initiation.
- Functioning in a matrix environment in conjunction with an Advisory Board, WSP Executive Steering Committee, WSP Program Manager and the WSP Project Management Office.
- Managing Stakeholders and communicating both internally with the WSP Project Team, IT, and externally with OFM, OCIO, and other stakeholders to ensure ongoing support for the project and that it meets OFM and OCIO standards for project management and reporting.
- Establishing regular Project Status Meetings providing Project Status Reports and upcoming project requirements to the business and technical owner(s).
- Presenting project status, risks, and issues to the business and technical owners on a monthly basis.

Business Analysis

Our BAs are working with team members, agency subject matter experts, contractors, and other department stakeholders to review and update all business and technical requirements. They are scheduling, facilitating, and leading business and technical requirements review sessions; conducting effective one-on-one needs assessment interviews; and documenting complex business logic and/or business rules using appropriate tools. Additional services include:

- Analyzing agency data and liaising with technical data team to determine data conversion needs, analyzing data issues, and developing strategies for cleaning and converting data.

- Liaising between the agency and the WSP OneWA solution vendor/integrator to ensure configuration/development choices meet the goals for the solution.
- Participating in system testing preparation and execution including test scenario/test case development, testing, test results analysis, and defect management.
- Escalating issues to the Project Management Team to ensure visibility ad rapid response.
- Mentoring WSP staff in business analysis techniques and tools.

The Business Analysts are working with the WSP Planning Managers, Project Manager, Project Team, and other stakeholders to identify high-level deliverables for each phase of the project.

- **System Requirements:** The business analysis includes both functional and non-functional requirements, business rules, stakeholder identification, integration/interface requirements, and "as-is" and "to-be" process workflows. The requirements will be clearly documented, communicated, ad verified by the WSP Planning Manager, the Project Manager, and Project Team members.
- **Data Analysis:** The data analysis includes the Data Migration Plan, data requirements, legacy data issue analysis, data cleanup strategy, data stakeholder identification, solution data standards, and all data interfaces.
- **Testing:** The testing analysis includes a Test Plan, test case development, user acceptance criteria, all functional and system test requirements, defect analysis, regression tests development and implementation.
- **Cutover Support:** The cutover support includes requirements, planning, and validation of all cutover issues, risks, and associated mitigation to meet cutover expectations.
- **Transition to Operations:** This work includes support to business and technology teams on the transition to new processes, tools, and workflows. This also includes support for documentation and training.

Major Deliverables:

- Project Initiation Tasks (in accordance with PMBOK guidelines)
- Develop Project Management Artifacts (i.e., reporting, acceptance criteria, etc.)
- Ongoing Project Management Activities
- Project Governance and Associated Documents
- Support Selection of Apparent Selected Bidder (ASB)
- Support Contract Negotiations with ASB
- Develop Next Phase Requirements
- Monthly Comprehensive Progress Reports
- User Acceptance Test Plan
- Go-Live Checklist ad Associated Project Management Tasks
- Project Charter
- Project Management Plan
- Deliverable Acceptance Criteria and Forms
- Work Breakdown Structure
- Resource Management Plan

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- Project Schedule
- Risk Management Plan
- Budget Management Plan
- Communication Plan
- Facilitate Project Team meetings
- System Requirements
- Data Analysis
- Testing
- Cutover Support
- Transition to Operations

Name, Title and Signature of Person With Authority to Enter Into Contract

Mr. William Treinen, President and Chief Executive Officer of Treinen has the authority to enter into a contract.

_____   November 4, 2022_____
William Treinen, President and CEO   Date

2. Bidder References

B. *BIDDER REFERENCES. DOR requires the Bidder to provide three (3) references from clients who engaged Bidder specific to Fraud Analyst services and/or similar work. References must include the following, in order listed:*

- *Organization Name; and*
- *Organization Website Address; and*
- *Contact Name and Title; and*
- *Contract Phone Number; and*
- *Contact Email Address; and*
- *Name and Brief Description of the Project(s).*

RESPONSE:

The following presents references for Treinen Associates, Inc.

Reference #1	
Organization Name:	WA Office of the Insurance Commissioner (OIC)
Organization Website Address:	www.insurance.wa.gov
Contact Name and Title:	Ms. Stacy Middleton, *former* Senior Project Manager, Policy & Legislative Affairs Division at OIC *current* PMO Manager at the Washington State Employment Security Department
Contact Phone Number:	360.528.1576
Contact Email Address:	smiddleton@esd.wa.gov
Project Name(s)	K-12 Benefit Data Collection
Brief Description of the Project(s):	The Washington State Office of the Insurance Commissioner (OIC) sought Treinen's assistance in a major undertaking to collect K-12 school district employee health benefits data in support of ESSB 5940. Under this legislation, detailed information about school district health benefits, including demographic and financial data, must be reported to the Washington State Legislature. Some of the required information was collected from school districts, and some was collected from medical insurance carriers by means of a separate, parallel data call.

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Reference #2

Organization Name:	Washington State Department of Social and Health Services (DSHS)
Organization Website Address:	www.dshs.wa.gov
Contact Name and Title:	Mr. Kerry Breen, *former* DSHS/OSSD, BCCU Chief *current* Chief Review Judge/Appeals Administrator at the Washington State Health Care Authority
Contact Phone Number:	360.725.9970
Contact Email Address:	kerry.breen@hca.wa.gov
Project Name(s)	Background Check System (BCS)
Brief Description of the Project(s):	The DSHS badly needed to replace its legacy Criminal History System (CHS) and had experienced several prior failed attempts. Treinen was selected to assist DSHS in achieving its goal of moving to a modern, web-based system that would ensure full compliance with the federal Criminal Justice Information System (CJIS) security requirements. Treinen provided custom application development, project management, technical architecture, business analysis, Scrum and testing services. Treinen developed the approach to examine the existing software requirements and enhanced them to establish a strong foundation for the Agile development phase of the project and completed 26 development sprints. The client project budget was $4.5M.

Reference #3

Organization Name:	Washington State Department of Licensing
Organization Website Address:	www.dol.wa.gov
Contact Name and Title:	Ms. Brandee Duning, Deputy Chief Information Officer
Contact Phone Number:	360.918.4524
Contact Email Address:	BDuning@dol.wa.gov
Name and Brief Description of the Project(s):	The Washington State Department of Licensing's objective was to create a fully functional instance of the Driver and Vehicle Licensing Systems (DRIVES) and Central Issuance System environments in the Cloud that can be utilized in the event of an extended service outage at the state Data Center in Olympia, Washington. Treinen developed Project Charters, deliverables, project schedule and managed the scope and budget, resource planning, issue and risk management, weekly Status Reports and prepared and delivered assigned presentations to various audiences. The client project budget was $4.9M+.

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3. Cost

C. COST. *Fixed Hourly rate for each proposed Bidder(s). Indicate if Bidder is proposing a team or offering multiple staff for evaluation. Per RCW 39.26.160, DOR reserves the right to ask for a best and final office of the terms and conditions, deliverables, and pricing from one or more of the Bidder(s) before announcing the ASB.*

Note: Cost will be considered but is not a major factor for this solicitation. DOR is evaluating the proposals using the best overall value meeting DOR's needs.

As per Master Contract 08215, Bidder may not bid higher rates than the hourly rates they have provided DES. However, rates may be adjusted to a lower price point.

Maximum Hourly Rate. *The hourly rates to perform the work are not to exceed the rates in effect in the Bidder's Master Contract as approved by DES on the date Bidder responds to this Work Request. We encourage Bidder to submit their best rate in response to this Work Request.*

Note: Rates in excess of these DES ITPS Program Master Contract rates will be deemed non-responsive and the proposal will not be scored.

RESPONSE:

The following table presents the hourly rate for Mr. Vishal Singh, our proposed expert-level Data Analyst.

Proposed Consultant	Hourly Rate
Mr. Vishal Singh	$185/hour

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4. Proposed Staff Qualifications

D. *PROPOSED CONSULTANT QUALIFICATIONS, which includes the following information stated in a concise manner and formatted to facilitate review of the material:*

- *Name; and*
- *Number of years of experience providing Professional Expert Level Fraud Analyst services for a high dollar, multi-year system implementation projects, noting the number of those years were for government projects; and*
- *Education; and*
- *Certifications, including year received; and*
- *List three (3) projects proposed staff provided Professional Expert Level Fraud Analyst services for, including the following information:*
  - o *Project Name; and*
  - o *Project Objective; and*
  - o *Project Start and End Dates; and*
  - o *Describe proposed staff role and responsibilities on each project, the length of the engagement, and if the proposed staff completed the engagement; and*
  - o *Project Budget; and*
  - o *Summary of qualifications, to include knowledge of Fraud Analyst services, management, and supervisory responsibilities.*

Note: The Bidder must provide DOR with resumes for the proposed resources. The resumes must outline how they meet or exceed the minimum requirements specified in this Work Request.

RESPONSE:

Name (Proposed Consultant)

Our proposed expert-level Data Analyst is Mr. Vishal Singh.

Number of Years of Experience Expert-Level Fraud Analyst Services

Mr. Singh's has over five and a half years of experience providing expert-level Data Analyst services on high dollar, multi-year system implementation projects for Washington State government, and over six years of experience in the private sector, for a total of 12 years of experience. The following table highlights this experience.

We have included a detailed narrative of his skills, experience and qualifications, and a detailed resume at the end of this section that shows how Mr. Singh meets and exceeds the mandatory and highly desired qualifications as outlined in the Work Request.

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EXPERIENCE WORKING ON HIGH DOLLAR, MULTI-YEAR SYSTEM IMPLEMENTATION PROJECTS					
Client	Project Name	Duration	Total # months	# Yrs./Months Private Sector	# Yrs./Months Government
Washington State Department of Revenue	Tax and Licensing Systems Replacement /GenTax V12 System Upgrade	6/2015 to 12/2020	67		5 years/7 months
Schroders Investment Management (Singapore) Ltd	Staff Compliance Workflow and Analytics, Portfolio Modeling	6/2002 to 11/2006	53	4 years/5 months	
Infosys Technologies Ltd	Risk Management Module (Project TRISTAR, Client: Caltex, Singapore)	9/1996 to 9/1998	24	2 years	
			TOTAL:	6 years/5 months	5 years/7 months

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Education

Mr. Singh has a Bachelor of Technology (Electrical Engineering), Indian Institute of Technology (IIT – BHU), Banaras Hindu University, Varanasi (UP), India, 1996

Certifications

Mr. Singh does not currently have any certifications.

Three Projects Proposed Staff Provided Professional Expert-Level Fraud Analyst Services

Project #1	
Project Name:	Tax and Licensing Systems Replacement (TLSR)
Project Objective:	The Washington State Department of Revenue (DOR) needed to replace its aging, legacy tax and business licensing systems with a modern Commercial-Off-the-Shelf (COTS) solution. The legacy systems were more than 20 years old and were used by multiple state agencies, adding to the complexity of the project. With an agency project budget of more than $80M, this was one of the largest and most complex projects in Washington State at the time.
	Treinen provided project planning, procurement, configuration, customization and implementation support to replace the DOR's core legacy tax and business licensing systems with the GenTax® platform by Fast Enterprises, a COTS solution. The implementation was achieved over six years, in multiple phases.
Project Start and End Dates:	9/2013 – 12/2020 (project start/end date)
	06/2015 – 12/2020 (Mr. Singh's start/end date on the project)
Roles and Responsibilities:	Mr. Singh's roles included:
	▪ Technical Lead
	▪ Environments and Release Manager
	Mr. Singh's responsibilities included:
	▪ GenTax Administration support
	▪ Environments and release management
	▪ Capacity planning
	▪ Coordinating procurement
Length Mr. Singh Provided Services:	5 years/7 months
Completed the Engagement:	Yes
Project Budget:	$80M+

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Summary of Qualifications:	- TLSR Project Support - Fast Administration - Fast Security Configurations - Analysis of reported or observed anomalous behavior using available information (e.g. machine fingerprints, timelines of related activities) from GenTax platform and/or My DOR.

Project #2

Project Name:	Advanced Model Generation (AMG)
Project Objective:	Facilitate portfolio modeling and what-if analysis for institutional client portfolios.
Project Start and End Dates:	06/2002 – 11/2006
Role and Responsibilities:	Mr. Singh's role: - Application Development Manager Mr. Singh's responsibilities included: - Solution Architecture - Design - Development - Testing - Implementation
Length Mr. Singh Provided Services:	4 years/5 months
Completed the Engagement:	Yes
Project Budget:	Unknown
Summary of Qualifications:	- Portfolio Modeling - Predictive Modeling - What-if Analysis - Risk Assessment

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Project #3

Project Name:	Staff Compliance Reporting Automation
Project Objective:	Automate the paper-based staff compliance reporting workflow and provide data analytics objects to check compliance and identify anomalies.
Project Start and End Dates:	06/2002 – 11/2006
Role and Responsibilities:	Mr. Singh's role: ■ Application Development Manager Mr. Singh's responsibilities included: ■ Solution Architecture ■ Design ■ Development ■ Testing ■ Implementation
Length Mr. Singh Provided Services:	4 years/5 months
Completed the Engagement:	Yes
Project Budget:	Unknown
Summary of Qualifications:	■ Workflow Automation ■ Compliance Reporting ■ Data Analytics for pattern identification and anomaly detection based on previous years of data

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Detailed Experience and Qualifications for Mandatory and Highly Desired Categories

The following presents documentation of how Mr. Vishal Singh meets or exceeds DOR's mandatory experience and qualifications.

Mandatory Experience and Qualifications

Minimum of ten (10) years of experience as a Senior Level Fraud Analyst Specialist on similar applications and workflow development projects with expertise in a variety of Software Development Life Cycles (SDLC)

- Washington State Department of Revenue Tax and Licensing Systems Replacement—worked with CISO office on a case-by-case basis to analyze user activities and patterns, including machine fingerprints and activity timelines to identify abnormal activities and potentially suspicious activities.
  (*more than four year project duration*).

- Investment Bank Staff Compliance Reporting Workflow Development and Analytics—identified potential anomalies in staff trading activities, used predictive modeling (a prevalent technique in Fraud Analysis) for portfolio modeling, risk assessment and management.
  (*more than four year project duration*)

- Schroders Investment Management (Singapore) Ltd—Designed and developed Risk Management module implementing predictive modeling and what-if analysis for Caltex, Singapore TRISTAR platform.
  (*2 year project duration*)

All of these projects followed different SDLCs, including Waterfall and Agile.

Bidder proposed staff qualifications and experience with Fraud Analyst

- Washington State Department of Revenue Tax and Licensing Systems Replacement—worked with CISO office on a case-by-case basis to analyze user activities and patterns, including machine fingerprints and activity timelines to identify abnormal activities and potentially suspicious activities.
  (*more than four year project duration*).

- Investment Bank Staff Compliance Reporting Workflow Development and Analytics—identified potential anomalies in staff trading activities, used predictive modeling (a prevalent technique in Fraud Analysis) for portfolio modeling, risk assessment and management.
  (*more than four year project duration*)

- Schroders Investment Management (Singapore) Ltd—Designed and developed Risk Management module implementing predictive modeling and what-if analysis for Caltex, Singapore TRISTAR platform.
  (*2 year project duration*)

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Bidder proposed staff qualifications providing project management for Fraud Analyst projects

Mr. Singh is well experienced and has over ten years of experience working with business and IT teams to build data analytics requirements and solutions. Additionally, he has worked alongside to support, as well as led, project management activities on almost every project engagement over the last 10 years.

Must be able to demonstrate a certain level of business acumen coupled with technical knowledge

Mr. Singh has extensive experience working with business and IT teams, as well as key stakeholders, to facilitate development of technical and data analytics solutions. In various projects, he has been instrumental gathering business requirements and translating them to the most suitable technology solutions.

Ability to receive and understand functional requirements provided, using industry standard Fraud Analyst methods

Mr. Singh has prevalent experience working with and developing functional requirements and is very well versed with Fraud Analytics methods and approaches in banking, insurance, and tax industries.

Ability to create clear and concise documentation that supports DOR standard documentation format, and able to prepare software application documentation using standard productivity software, including proficiency in Microsoft Word, Excel, and Microsoft Visio

Mr. Singh has over 20 years of experience working with Microsoft Office Suite of Applications including Word, Excel and Visio.

Must have excellent interpersonal, communication, presentation, writing, analytical, problem solving, and information gathering skills along with fundamental technique troubleshooting abilities

Throughout a majority of his projects, Mr. Singh has demonstrated excellent communication, presentation, writing, analytical, problem solving and information gathering skills. As an example, at the Washington State Department of Revenue, he helped conceptualize the My DOR portal design and worked with various DOR and WaTech teams to gather information, analyze the requirements, prepare and present solution approach, and, identified potential issues and remediations, where applicable.

Mr. Singh's strong written and verbal communication skills were key to clearly communicate various aspects of the project to different stakeholders and bring responsible parties together throughout multiple phases of the project.

Another example of Mr. Singh's strong communications and problem-solving skills, for the Washington State Department of Labor and Industries' Occupational Health Management System (OHMS) project, Mr. Singh helped clarify and translate various stakeholder's expectations and requirements of the COTS solution provider with the COTS solution perspective. This resulted in a timely implementation of COTS solutions with minimal customizations and meeting or exceeding Business Users' expectations.

Ability to facilitate business or technical sessions and one on one meetings with user(s), work independently on strategic issues with stakeholders, effectively manage multiple projects/tasks of varying complexities, meet deadlines, and work well under pressure

For almost all of Mr. Singh's project engagements, he has successfully demonstrated his skills to perform under pressure, meet tight deadlines, and coordinate business and technical sessions to help resolve issues or clarify and/or plan for various project requirements. Given the nature of Mr. Singh's engagements with projects, coordinating efforts and plans with various stakeholders (including business and IT) is always one of his key activities.

Highly Desired Experience and Qualifications

Bidder proposed staff qualifications and experience in revenue or tax collecting systems or policies

Mr. Singh worked closely alongside of the Washington State Department of Revenue teams for over five and a half years on the Tax and Licensing Systems Replacement (TLSR) project as the Technical Lead and Environments Release Manager. He provided Fast implementation and policy/procedure development, in addition to GenTax Administration support, capacity planning, and procurement coordination.

Bidder proposed staff qualifications and experience with organizations or government entities

Vishal has over nine years working with Washington State agencies and over 16 years of experience working with private organizations.

TREINEN

Detailed Resume: Vishal Singh

Profile

Mr. Singh is a results-oriented, experienced IT solutions consultant with over 21 years of experience in architecting, designing, managing and implementing complex solutions across multiple technologies and frameworks. His areas of technical expertise include: data warehouse design and web analytics, application development management (Agile and Waterfall SDLC), solution architecture, Commercial-Off the Shelf (COTS) solution evaluation, modeling and implementation, release (environments) management, IT process alignment, security services, technical requirements definition, cloud architecture, Service Oriented Architecture (SOA), Enterprise Application Integration (EAI), TOGAF® adoption, and vendor management.

- Provided innovative solution architecture approach for six projects that steered the direction of the enterprise's IT toward adoption of new technologies and methodologies.
- Successfully directed over 15 projects from inception to implementation and subsequent transition to maintenance and operations.
- Successfully set up IT solution teams and defined IT processes for three organizations.
- Twelve years of experience with data collection/analytics.
- Twelve years of experience defining solution architecture and managing development/implementation.
- Seven years of experience architecting, designing, and implementing solutions adhering to SOA principles.
- Four years of experience architecting, designing, and implementing cloud-based solutions.
- Ten years of experience leading, managing, and mentoring IT teams, and defining business requirements.
- Eight years of experience in configuration management and environments management of complex IT solutions.
- Eight years of experience managing solution vendors' teams.
- Six years of experience automating workflow processes.
- Fifteen years of experience working with .Net Technology Framework, Microsoft SQL Server.
- Fourteen years of experience using Agile and Waterfall SDLC methodologies.

Experience Summary

Department of Health and Social Services, **Division of Substance Abuse and Mental Health,** *DE*
Technical Consultant, Mobile Crisis Management Technology Assessment   *May 2022 to Ongoing*
- Analyzing current state of Adult Mobile Crisis Intervention Services and Children Crisis Management workflow.
- Identifying areas for improvement by leveraging technology to enhance coordination and availability of crisis services.
- Performing environmental scan of available mobile crisis management solutions.
- Developing business and technical requirements, including infrastructure and administrative needs for Mobile Crisis Management platform.

TREINEN

Department of Social Services, *Hartford, CT*   *August 2021 to April 2022*
Technical Consultant, Electronic Visit Verification

- Analyzed the Department of Social Services' (DSS) Electronic Visit Verification (EVV) Compliance Report requirements.
- Created SQL Reports to support DSS' efforts to increase EVV usage and compliance.
- Created trend analysis reports to track and analyze weekly improvement in EVV usage and compliance.

Mercer, *Phoenix, AZ*   *November 2021 to April 2022*
Technical Architect/Team Lead, Rx Specification Development

- Led SQL Server development team to design, develop and test SQL Server database for Mercer Rx solution.
- Standardized and normalized various pharmacy and drug reference databases, including First Data Bank, Medi-Span and NCPDP to meet project needs.
- Worked with UI design/development team, digital infrastructure team, business Stakeholders and project leadership to plan and complete tasks in line with project pace and requirements.
- Worked with Business Analysts to determine and clarify requirements.
- Conducted Sprint planning and task management using industry standard Atlassian Jira tools.

Department of Health Care Policy & Financing, Health Care Ombudsman, *DC*   *Oct 2020 to Ongoing*
Senior Technical Lead, District Ombudsman Grievance and Appeals Reporting System

- Led requirements analysis for grievance and appeals reporting system.
- Assessed existing tools and technologies available to the Office of Health Care Ombudsman and Bill of Rights to support reporting system requirements.
- Led requirements analysis of grievance and appeals data collection from various Insurance providers in the district.
- Designed, developed, and tested Excel-based tool to gather grievance and appeals data in a standard format.
- Provided presentation of data collection tool to the client and other stakeholders.
- Working with Health Care Ombudsman Office IT team to design and implement a solution to process and analyze grievance and appeals data reported by insurance providers.

Department of Medicaid, *Columbus, OH*   *August 2021 to June 2022*
Senior Technical Consultant, Single Pharmacy Benefit Management Vendor Readiness Review

- Analyzed the Ohio Department of Medicaid, Single Pharmacy Benefit Management (ODM SPBM) technical requirements for development of a Request for Proposal (RFP).
- Developed Vendor Readiness Review (VRR) evaluation criteria to measure vendor solution technical capabilities in context of RFP technical requirements.
- Coordinated with various consulting teams to consolidate and finalize VRR evaluation criteria.
- Completed remote and onsite reviews of vendor provided technology solutions to assess vendor readiness.
- Participated in preparation of the Final Report, including recommendations, issues and mitigations related to the vendor solution rollout.

TREINEN

Health Care Authority, *Olympia, WA*   *February 2021 to October 2021*
Technology Consultant, Public Employees Benefits Board (PEBB) Modernization

- Designed and developed interfaces for the PEBB application to various other agencies' systems.
- Designed and developed EDI-834 interface from PEBB to the legacy HCA Pay1 system.
- Performed testing of PEBB Modernized Application using Apache JMeter.
- Developed Pay1 replica process to make legacy Pay1 data available to other systems.
- Developed data migration strategy and field mappings to facilitate data migration from the legacy Pay1 system to the PEBB Modernization Application (PMA).
- Utilized Azure DevOps tools to maintain code repositories, tasks tracking, and sprint planning.

Health Care Authority, *Oklahoma City, OK*   *January 2020 to June 2020*
Technology Consultant, Development of RFI for Customer Relationship Management System

- Provided requirements gathering and analysis for Oklahoma Health Care Authority (OHCA) Call Center modernization efforts.
- Analyzed OHCA technical infrastructure and capabilities from a RFI preparation perspective.
- Analyzed OHCA applications landscape and integration points with current Computer Telephony Integration (CTI)/Interactive Voice Response (IVR) solution.
- Reviewed and analyzed peer government agency call center implementations.
- Conducted market analysis and technical evaluation of existing call center and Customer Relationship Management (CRM) solutions.
- Assisted in the preparation, publication, and evaluation of the RFI.

Department of Revenue, *Tumwater, WA*   *June 2015 to December 2020*
Technical Lead, GenTax V12 System Upgrade (ATLAS M&O)   *September 2019 to December 2020*

- Provided technical services for DOR ATLAS solution maintenance, enhancement, and support.
- Developed a conversion strategy for ATLAS application security from GenTax V10 platform to GenTax V12 platform.
- Conducted the conversion of ATLAS Security model and configuration from GenTax V10 platform to GenTax V12 platform.
- Performed technology assessments and providing recommendations for ongoing enhancements of technical infrastructure and software platforms.
- Provided support for DOR cloud readiness and cloud technology assessments.
- Provided support to the Information Security office to gain more visibility into reported or observed abnormal activities using machine fingerprints and other information available from GenTax platform and/or My DOR.

Technical Lead & Environments Manager, Tax & Licensing Systems Replacement   *June 2015 to Aug 2019*

- Provided technical services to assist DOR with network and compute infrastructure stand-up at WaTech State Data Center and implementation of a COTS solution (GenTax® platform) to replace its enterprise legacy systems.
- Mapped, defining, and documenting repeatable processes for release management and environment management.

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- Facilitated capacity planning and provisioning of network and computer environment for GenTax® platform.

- Coordinated enterprise deployment, setup, configuration, and customization of GenTax® platform.

- Defined solution architecture and facilitating design, development, integration, and implementation of My DOR SEAP with GenTax® platform.

- Provided technical support for design, development, implementation, and maintenance of GenTax® Web Services/APIs using GenTax® Web Services Gateway and WaTech Web Service Gateway.

- Provided technical support for design, development, implementation, and maintenance of GenTax® Data Warehouse solution

- Conducted performance testing using on-premise test lab and Azure DevOps cloud-based load testing.

- Provided performance tuning and optimization of My DOR and GenTax® platform implementation at DOR.

- Designed, developed, and implemented ATLAS performance monitoring dashboard using Angular, Node.js and TypeScript

- Provided project representation for RFP, implementation, and customization of ExtraHop Network Monitoring System at DOR.

- Provided recommendations and consultation to project and organization leadership on technical and enterprise aspects of GenTax® platform, My DOR and ExtraHop NMS.

- Coordinated all go-live activities according to the deployment plan, and developing policy and processes related to multi-environment management.

- Provided support to the Information Security office to gain more visibility into reported or observed abnormal activities using machine fingerprints and other information available from GenTax platform and/or My DOR.

Department of Labor & Industries, *Olympia, WA*   *June 2012 to May 2015*
Technical Lead/Solution Architect, Occupational Health Management System (OHMS)
Mr. Singh led IT projects to support Centers of Occupational Health and Education (COHE) Expansion, which included two major initiatives budgeted at $9.5M.

- Managed IT representation in the RFP process, evaluation, and selection of the COTS solution.

- Defined overall solution architecture outlining COTS solution modeling, interfaces to other core systems, single sign-on using Washington State SecureAccessWashington.

- Managed development efforts with EAI and other core teams for implementation of OHMS interfaces to various core L&I systems leveraging WebSphere ESB infrastructure.

- Extracted business rules for OHMS and implemented using an interface to the enterprise BRMS IBM iLog JRules.

- Devised a unique strategy for environment setup to facilitate parallel development and production support.

- Led environments management and configuration management initiatives.

- Coordinated capacity planning, server procurement, and environments setup for development, integration, UAT, and production environments.

TREINEN

- Automated the deployment process to reduce solution deployment time from four hours to less than 15 minutes.
- Coordinated the release of four phases of the OHMS solution on time and within budget. Success of the OHMS timely and smooth releases resulted in an enterprise-wide trend and shift towards adoption of COTS solutions (OHMS was the first COTS-based implementation at L&I).
- Directed project transition to maintenance mode and setup of OHMS Maintenance Team.
- Formulated a data-mart strategy and facilitated design, development of data-mart for OHMS reporting and analytics needs.
- Coordinated business requirements analysis and functional design with business analysts and users.
- Coordinated vendor activities for gap analysis and business requirements mapping.
- Provided recommendations and consulting to project and organization leadership on technical and enterprise aspects of OHMS solution.

September 2013 to May 2015

Technical Lead/Solution Architect, Health Information Exchange (HIE) Integration

- Collaborated with the Washington State HIE to analyze HIE technical infrastructure and capabilities to devise integration strategy with L&I applications.
- Provided recommendations and consultations to L&I and Washington State HIE project and organization leadership on technical and enterprise aspects of HIE Integration.
- Worked with Washington State HIE to define alternate HIE integration techniques to cater to small healthcare providers that lacked the technical infrastructure for HIE connectivity.
- Collaborated with L&I, Washington State HIE, and major Washington State healthcare providers to partner for Activity Prescription Form (APF) data exchange via HIE.
- Defined solution architecture using industry standards (HL7 CDA R2) for data exchange and L&I's existing SOA infrastructure for L&I HIE Integration solution development.
- Managed development of L&I HIE Integration solution following Agile Scrum practices.
- Managed design, development, and implementation of application interfaces to core L&I systems leveraging the WebSphere ESB infrastructure.
- Implemented business rules for APF (Activity Prescription Form) validations using IBM iLog JRules BRMS.
- Coordinated business requirements analysis and functional design for the solution.
- Led capacity planning, server procurement, and environments setup for the development, integration, UAT, and production environments.
- Devised environment and release management strategy to integrate four L&I environments to two HIE environments.

Technical Lead/Solution Architect, Occupational Health Services – Training Delivery System   September 2014 to May 2015

- Managed IT representation in the RFP process and the evaluation and selection of a COTS solution.
- Defined solution architecture and coordinated vendor activities for various integration activities, including single sign-on using Washington State SecureAccessWashington, OHMS Interface, etc.

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Sandow Media LLC, *Boca Raton***,** *FL*   *June 2010 to June 2012*
Principal Developer, Electronic Content Management System (ECMS)

ECMS was developed in-house to facilitate unique business requirements of content publishing for Sandow Media web properties. The project budget was $3M. Mr. Singh's responsibilities included:

- Defined Amazon Web Services (AWS) cloud-based architecture with emphasis on Amazon's "design for failure" principles.
- Led capacity planning, procurement, and cloud environments setup for hosting the ECMS solution.
- Responsible for environments management and configuration management of ECMS solution.
- Automated deployment to cloud-hosted environments using AWS APIs.
- Automated backup and restore of cloud-hosted environments.
- Managed solution development, implementation, and deployment of the ECMS platform.

Reed Business Information, *Highlands Ranch, CO*   *Jan 2007 to June 2010*
Application Development Manager, New Web Platform (NWP)

The NWP was a Content Management System (CMS) built on nStein content management platform. The primary goal of the project was to provide a unified content management platform for 27 Reed Business community websites. The project budget was $5M. Mr. Singh's responsibilities included:

- Coordinated business requirements analysis and functional design.
- Defined the solution architecture based on nStein CMS platform.
- Designed, developed, and implemented SOAP web service and JAX-RPC based interfaces to other core solutions hosted on JBoss Application Server and WebSphere Application Server.
- Managed development, implementation, environment setup and deployment efforts.
- Facilitated activities with business stakeholders and the IT team to migrate 22 community websites on NWP from legacy systems.
- Managed the setup and migration of the NWP platform to a Rackspace-hosted environment.

*Application Development Manager***,** *Web Directories Platform*   *December 2006 to December 2008*

Web Directories Platform was a web-based directories management solution built to support Reed Business directories management. The project budget was $2M. Mr. Singh's responsibilities included:

- Defined the solution architecture for backend services based on SolR search engine and SOAP Services.
- Coordinated the business requirements analysis and functional design.
- Managed the development, implementation, environment setup and deployment efforts.
- Designed, developed, and implemented SOAP web service and JAX-RPC based interfaces to other core solutions hosted on JBoss Application Server and WebSphere Application Server.
- Facilitated activities with business stakeholders and the IT team to set up nine web directories on the Web Directories Platform.
- Coordinated the migration of the Web Directories Platform to an AWS cloud-hosted environment.
- Organized the setup of the maintenance team for ongoing application support.

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Schroders Investment Management (S) Ltd, *Singapore*   *June 2002 – November 2006*
Application Development Manager, Client & Portfolio Shared Data project

The Client and Portfolio Shared Data project was a global initiative to create a centralized repository of all of Schroders clients and investment portfolio information with a project budget of GBP 1M (pounds). Schroders Singapore was the only global office to implement the solution on time and within budget. The solution was extended to support data sharing for all Asia Pacific offices. Mr. Singh's responsibilities included:

- Defined MS BizTalk-based solution to meet the extensive ETL requirements of the solution.
- Coordinated requirements gathering and analysis with business users.
- Designed, developed, and implemented interfaces to other systems.
- Configuration and environments management; setup of development, testing and production environments.
- Managed development, implementation, and deployment efforts.

Application Development Manager, Advanced Model Generation Tool (AMG)

AMG is a model generation tool that automates modeling and order generation process for investment portfolios. The tool provides multiple features (e.g., derived models, asset allocation across geographical locations, predictive modeling, and what-if analysis) for the fund management team to assist with equity investment modeling for institutional portfolios.

- Managed solution architecture and design.
- Coordinated requirements gathering and analysis with business users.
- Designed, developed, and implemented interfaces to other systems.
- Managed configuration and environments; and setup development, testing and production environments.
- Managed development, implementation, and deployment efforts.

Application Development Manager, Workflow Automation Project

Schroders workflow automation project included automation of various organization-wide workflows, including Staff Compliance Reporting. The Staff Compliance Reporting workflow automation initiative automated the paper-based workflow process using the K2.Net workflow automation tool. In addition to facilitating the submission of compliance information online, back-office activities were also automated by creating backend data analytics objects to compare staff holdings across multiple years and detect anomalies based on a specified set of criteria.

- Managed solution architecture and design.
- Coordinated requirements gathering and analysis with Business Users.
- Designed, developed, and implemented interfaces to other systems.
- Managed configuration and environments; and setup development, testing and production environments.
- Managed development, implementation, and deployment efforts.

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Infosys Technologies Limited   *June 1996 – June 1999*

Module Leader, Risk Management module, TRISTAR (Trading, Risk management, and Invoicing System)

The TRISTAR platform is a Trading, Risk Management and Invoicing platform developed for Caltex, Singapore. The system primarily augments and partially automates mid-office and back-office activities for Caltex, Singapore trading activities. TRISTAR Risk Management module generates predictive models based on historical trading data and provided capabilities to test various what-if scenarios to devise a risk management strategy.

- Managed solution architecture for the Risk Management module.
- Coordinated requirements gathering and analysis with Business Users and other project liaisons.
- Designed, developed, and implemented Risk Management module.
- Managed development, implementation, and deployment efforts.

Employment History

Treinen Associates, Inc. .... May 2015 to Present

International Projects Consultancy Services (IPCS) .... June 2012 to May 2015

Sandow Media, LLC ....June 2010 to June 2012

Reed Business Information .... December 2006 to June 2010

Schroders Investment Management (S) Ltd (SIMSL) .... June 2002 to November 2006

R&D Teamworks .... March 2002 to June 2002

Aditi Corporation ....June 1999 to February 2002

Infosys Technologies, Ltd. .... June 1996 to June 1999

Technical Expertise

- In-depth knowledge of Net Framework (VB.Net, C#, ASP.Net, XML/SOAP Web Services), MS SQL Server 2014/2012/2008/2005/2000, IIS 5.5/6/7/8.5.
- Expertise in IBM WebSphere Suite of Applications (IBM MQ/Message Broker, IBM WebSphere Application Server, IBM WebSphere Process Server, IBM iLog JRules Engine), Crystal Reports 10, Microsoft BizTalk Server 2004/2006, SharePoint Portal Server, LAMP (Linux, Apache, MySQL, PHP) Technology Stack, DJango Platform (Python), PostGreSQL, Jython scripting, Ant build, CruiseControl.net, SVN, VSS, MS Team Foundation Server, Git.
- Third Party Tools/Technologies Integration: K2.Net Workflow Automation Framework, FX Connect Trading Platform, Solr Search Engine, Consilience Software Solution (MAVEN Platform), GenTax® Platform, OneHealthPort HIE, nStein Content Management Platform.

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Programming Languages

- .NET Framework
- ADO.NET Software Components
- AJAX Web Development Techniques
- ASP .NET
- ASP .NET User Controls
- ASP .NET Web Matrix
- C# Programming Language
- Cross-Browser Scripts
- Cross-Platform Software
- Cascading Style Sheets/LESS/Sass
-
- Hibernate
- HTML
- PHP Server-Side Scripting Language
- Procedural Language/Structured Query Language (PL/SQL)
- Angular 6+

- JavaScript
- Java Software Platform
- jQuery Cross-Platform JavaScript Library
- Java Server Pages (JSP)Representational State Transfer Architectural Style (REST)
- SharePoint Web Application Framework
- Simple Object Access Protocol (SOAP)
- SQL
- Team Foundation Server
- Transact-SQL (T-SQL)
- Multidimensional Expressions (MDX)
- Visual Basic .NET (VB.NET)
- Windows Communication Foundation (WCF)
- XML
- Web Services Description Language (WSDL)
- XHTML
- XSL
- XSLT

Engineering Tools

- Access
- Apache Tomcat
- BizTalk
- Adobe
- Crystal Reports BI Application
- Eclipse Technology Solutions
- Internet Information Services Web Server (IIS)
- Java Software Platform
- Java EE
- JavaServer Pages (JSP)
- Linux Operating System

- Node.js
- Rational Application Developer (RAD) Integrated Development Environment
- SharePoint Web Application Framework
- SmartBear Software
- SQL Server Integration Services (SSIS)
- SQL Server Analysis Services (SSAS)
- VS.NET
- WebSphere Application and Integration Middleware
- Windows 2000/2003 Server OS
- XML Schema

Education and Certifications

Bachelor of Technology (Electrical Engineering), Indian Institute of Technology (IIT – BHU), Banaras Hindu University, Varanasi (UP), India, 1996

5. Proposed Staff References

E. PROPOSED STAFF REFERENCES: THREE (3) REFERENCES, FOR EACH PROPOSED STAFF. Please include the following, in the order listed:

- *Organization Name; and*
- *Organization Website Address; and*
- *Contact Name and Title; and*
- *Contract Phone Number; and*
- *Contact Email Address; and*
- *Name and Brief Description of the Project(s); and*

RESPONSE:

Reference #1	
Organization Name:	Washington State Department of Labor & Industries (L&I)
Organization Website Address:	www.lni.wa.gov
Contact Name and Title:	Mr. Garth Johnson, former Project Manager at L&I on the OHMS project current IT Consultant at the Washington State Office of the Chief Information Officer
Contact Phone Number:	360.878.0176
Contact Email Address:	garth.johnson@watech.wa.gov
Name and Brief Description of the Project(s):	Occupational Health Management System (OHMS) Pilot Program Treinen provided business analysis leadership and support to the L&I design and development for the expansion of the OHMS pilot. The OHMS project involved full implementation of a new commercial-off-the-shelf (COTS) system across the L&I enterprise. The client project budget exceeded $10M. As the Technical Lead/Solution Architect, Mr. Singh managed IT representation in the RFP process, evaluation, and selection of the COTS solution; defined overall solution architecture outlining COTS solution modeling, interfaces to other core systems, single sign-on using Washington State SecureAccessWashington. Managed development efforts with EAI and other core teams for implementation of OHMS interfaces to various core L&I systems leveraging WebSphere ESB infrastructure; extracted business rules for OHMS and implemented using an interface to the enterprise BRMS IBM iLog JRules; devised a unique strategy for environment setup to facilitate parallel development and production support; led environments management and configuration management initiatives; coordinated capacity planning, server procurement, and environments setup for development, integration, UAT, and production environments; automated the deployment process to reduce solution

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deployment time from four hours to less than 15 minutes; ; coordinated the release of four phases of the OHMS solution on time and within budget. Success of the OHMS timely and smooth releases resulted in an enterprise-wide trend and shift towards adoption of COTS solutions (OHMS was the first COTS-based implementation at L&I); directed project transition to maintenance mode and setup of OHMS Maintenance Team; formulated a data-mart strategy and facilitated design, development of data-mart for OHMS reporting and analytics needs; coordinated business requirements analysis and functional design with business analysts and users; coordinated vendor activities for gap analysis and business requirements mapping; provided recommendations and consulting to project and organization leadership on technical and enterprise aspects of OHMS solution.

Health Information Exchange (HIE) Integration

As the Technical Lead/Solution Architect, Mr. Singh collaborated with the Washington State HIE to analyze HIE technical infrastructure and capabilities to devise integration strategy with L&I applications; provided recommendations and consultations to L&I and Washington State HIE project and organization leadership on technical and enterprise aspects of HIE Integration; worked with Washington State HIE to define alternate HIE integration techniques to cater to small healthcare providers that lacked the technical infrastructure for HIE connectivity; collaborated with L&I, Washington State HIE, and major Washington State healthcare providers to partner for Activity Prescription Form (APF) data exchange via HIE; defined solution architecture using industry standards (HL7 CDA R2) for data exchange and L&I's existing SOA infrastructure for L&I HIE Integration solution development; managed development of L&I HIE Integration solution following Agile Scrum practices; managed design, development, and implementation of application interfaces to core L&I systems leveraging the WebSphere ESB infrastructure.

Implemented business rules for APF (Activity Prescription Form) validations using IBM iLog JRules BRMS; coordinated business requirements analysis and functional design for the solution; led capacity planning, server procurement, and environments setup for the development, integration, UAT, and production environments; devised environment and release management strategy to integrate four L&I environments to two HIE environments.

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Reference #2

Organization Name:	Washington State Department of Labor & Industries (L&I)
Organization Website Address:	www.lni.wa.gov
Contact Name and Title:	Mr. Tyson Lewis, OHMS Technical Team Supervisor, EAS/MIPS/OHMS
Contact Phone Number:	360.292.5172
Contact Email Address:	lewu235@lni.wa.gov
Name and Brief Description of the Project(s):	Occupational Health Management System (OHMS) Pilot Program Treinen provided business analysis leadership and support to the L&I design and development for the expansion of the OHMS pilot. The OHMS project involved full implementation of a new commercial-off-the-shelf (COTS) system across the L&I enterprise. The client project budget exceeded $10M. As the Technical Lead/Solution Architect, Mr. Singh managed IT representation in the RFP process, evaluation, and selection of the COTS solution; defined overall solution architecture outlining COTS solution modeling, interfaces to other core systems, single sign-on using Washington State SecureAccessWashington. Managed development efforts with EAI and other core teams for implementation of OHMS interfaces to various core L&I systems leveraging WebSphere ESB infrastructure; extracted business rules for OHMS and implemented using an interface to the enterprise BRMS IBM iLog JRules; devised a unique strategy for environment setup to facilitate parallel development and production support; led environments management and configuration management initiatives; coordinated capacity planning, server procurement, and environments setup for development, integration, UAT, and production environments; automated the deployment process to reduce solution deployment time from four hours to less than 15 minutes; ; coordinated the release of four phases of the OHMS solution on time and within budget. Success of the OHMS timely and smooth releases resulted in an enterprise-wide trend and shift towards adoption of COTS solutions (OHMS was the first COTS-based implementation at L&I); directed project transition to maintenance mode and setup of OHMS Maintenance Team; formulated a data-mart strategy and facilitated design, development of data-mart for OHMS reporting and analytics needs; coordinated business requirements analysis and functional design with business analysts and users; coordinated vendor activities for gap analysis and business requirements mapping; provided recommendations and consulting to project and organization leadership on technical and enterprise aspects of OHMS solution.

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Reference #3	
Organization Name:	Reed Business Information
Organization Website Address:	https://www.reed.co.uk/
Contact Name and Title:	Mr. Thomas D. Cooper, former IT Director at Reed Business Information, Current Executive Director, Care Deliver Application at Kaiser Permanente
Contact Phone Number:	720.202.6903
Contact Email Address:	tcooper@mtnway.com
Name and Brief Description of the Project(s):	New Web Platform (NWP) The NWP was a Content Management System (CMS) built on nStein content management platform. The primary goal of the project was to provide a unified content management platform for 27 Reed Business community websites. The project budget was $5M. As the Application Development Manager, Mr. Singh coordinated business requirements analysis and functional design; defined the solution architecture based on nStein CMS platform; designed, developed, and implemented SOAP web service and JAX-RPC based interfaces to other core solutions hosted on JBoss Application Server and WebSphere Application Server; managed development, implementation, environment setup and deployment efforts; facilitated activities with business stakeholders and the IT team to migrate 22 community websites on NWP from legacy systems; managed the setup and migration of the NWP platform to a Rackspace-hosted environment. Web Directories Platform Web Directories Platform was a web-based directories management solution built to support Reed Business directories management. The project budget was $2M. As the Application Development Manager, Mr. Singh defined the solution architecture for backend services based on SolR search engine and SOAP Services; coordinated the business requirements analysis and functional design; managed the development, implementation, environment setup and deployment efforts; designed, developed, and implemented SOAP web service and JAX-RPC based interfaces to other core solutions hosted on JBoss Application Server and WebSphere Application Server; facilitated activities with business stakeholders and the IT team to set up nine web directories on the Web Directories Platform; coordinated the migration of the Web Directories Platform to an AWS cloud-hosted environment; organized the setup of the maintenance team for ongoing application support.

6. Signed Certifications and Assurances Form

ATTACHMENT B: **CERTIFICATIONS AND ASSURANCES**

I/we make the following certifications and assurances as a required element of the proposal to which it is attached, understanding that the truthfulness of the facts affirmed here and the continuing compliance with these requirements are conditions precedent to the award or continuation of the related contract:

I/we declare that all answers and statements made in the proposal are true and correct.

1. The prices and cost data have been determined independently, without consultation, communication, or agreement with others for the purpose of restricting competition. However, I/we may freely join with other persons or organizations for the purpose of presenting a single proposal.

2. The attached proposal is a firm offer for a period of ninety (90) days following receipt, and it may be accepted by the Washington State Department of Revenue (DOR) without further negotiation (except where obviously required by lack of certainty in key terms) at any time within the ninety (90)-day period.

3. In preparing this proposal, I/we have not been assisted by any current or former employee of the state of Washington whose duties relate (or did relate) to this proposal or prospective contract, and who was assisting in other than his or her official, public capacity. If there are exceptions to these assurances, I/we have described them in full detail on a separate page attached to this document.

4. I/we understand that DOR will not reimburse me/us for any costs incurred in the preparation of this proposal. All proposals become the property of DOR, and I/we claim no proprietary right to the ideas, writings, items, or samples, unless so stated in this proposal.

5. Unless otherwise required by law, the prices and cost data which have been submitted have not been knowingly disclosed by the Proposer and will not knowingly be disclosed by him/her prior to opening, directly or indirectly, to any other Proposer or to any competitor.

6. I/we agree that submission of the attached proposal constitutes acceptance of the solicitation contents and the attached sample contract and general terms and conditions. If there are any exceptions to these terms, I/we have described those exceptions in detail on a page attached to this document.

7. No attempt has been made or will be made by the Proposer to induce any other person or firm to submit or not to submit a proposal for the purpose of restricting competition.

8. I/we grant DOR the right to contact references and others, who may have pertinent information regarding our ability to perform the services requested in this Work Request (WR).

We (circle one) are / are not submitting proposed Contract exceptions. If Contract exceptions are being submitted, I/we have attached them to this form.

On behalf of the Bidder submitting this proposal, my name below attests to the accuracy of the above statement. We are submitting a scanned signature of this form with our proposal.

_____
Signature of Bidder

President and Chief Executive Officer _____ November 4, 2022 _____
Title: Date

Washington State Department of Revenue

Work Request DOR-WR-K2104 for Fraud Analyst

Attachment B - Certification and Assurances

Page 1 of 1

TREINEN

7. Bidder Certification Form Executive Order 18-03 Workers' Rights

ATTACHMENT D
WORKERS' RIGHTS CERTIFICATION

I hereby certify, on behalf of the firm identified below, as follows (check one):
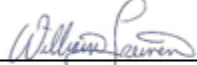
☑ **NO MANDATORY INDIVIDUAL ARBITRATION CLAUSES AND CLASS OR COLLECTIVE ACTION WAIVERS FOR EMPLOYEES.** This firm does <u>NOT</u> require its employees, as a condition of employment, to sign or agree to mandatory individual arbitration clauses or class or collective action waivers.

OR

☐ **MANDATORY INDIVIDUAL ARBITRATION CLAUSES AND CLASS OR COLLECTIVE ACTION WAIVERS FOR EMPLOYEES.** This firm requires its employees, as a condition of employment, to sign or agree to mandatory individual arbitration clauses or class or collective action waivers.

I hereby certify, under penalty of perjury under the laws of the State of Washington, that the certifications herein are true and correct and that I am authorized to make these certifications on behalf of the firm listed herein.

FIRM NAME: Treinen Associates, Inc.
Name of Contractor/Bidder – Print full legal entity name of firm

By: _William Treinen (signature)_   Mr. William Treinen
Signature of authorized person   Print Name of person making certifications for firm

Title: President and Chief Executive Officer   Place: Olympia, Washington
Title of person signing certificate   Print city and state where signed

Date: November 4, 2022

Washington State Department of Revenue
Work Request DOR-WR-K2104 for Fraud Analyst
Attachment D – Workers' Rights Certification

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8. Bidder Certification Form Wage Theft-Prevention

ATTACHMENT C - CONTRACTOR CERTIFICATION

WAGE THEFT PREVENTION – RESPONSIBLE BIDDER CRITERIA

WASHINGTON STATE GOODS & SERVICES CONTRACTS

Prior to awarding a contract, agencies are required to determine that a bidder is a 'responsible bidder.' See RCW 39.26.160(2) & (4). Pursuant to legislative enactment in 2017, the responsible bidder criteria include a contractor certification that the contractor has not willfully violated Washington's wage laws. See Chap. 258, 2017 Laws (enacting SSB 5301).

Solicitation No.:   **Work Request DOR-WR-K2104 for Fraud Analyst**

I/we hereby certify, on behalf of the firm identified below, as follows (check one):

☑ **NO WAGE VIOLATIONS.** This firm has <u>NOT</u> been determined by a final and binding citation and notice of assessment issued by the Washington Department of Labor and Industries (LNI) or through a civil judgment entered by a court of limited or general jurisdiction to have willfully violated, as defined in RCW 49.48.082, any provision of RCW chapters 49.46, 49.48, or 49.52 within three (3) years prior to the date of the above-referenced procurement solicitation date.

OR

☐ **VIOLATIONS OF WAGE LAWS.** This firm has been determined by a final and binding citation, and notice of assessment issued by the Washington Department of Labor and Industries (LNI) or through a civil judgment entered by a court of limited or general jurisdiction to have willfully violated, as defined in RCW 49.48.082, a provision of RCW chapters 49.46, 49.48, or 49.52 within three (3) years prior to the date of the above-referenced procurement solicitation date.

I hereby certify, under penalty of perjury under the laws of the State of Washington, that the certifications herein are true and correct and that I am authorized to make these certifications on behalf of the firm listed herein.

FIRM NAME: Treinen Associates, Inc.
Name of Contractor/Bidder – Print full legal entity name of firm

By: _William Treinen_   Mr. William Treinen
Signature of authorized person   Print Name of person making certifications for firm

Title: President and Chief Executive Officer   Place: Olympia, Washington
Title of person signing certificate   Print city and state where signed

Date: November 4, 2022

Washington State Department of Revenue

Work Request DOR-WR-K2104 for Fraud Analyst

Attachment C – Wage Theft Protection

Page 1 of 1

9. COVID 19 Vaccination Requirement

Attachment F

Contractor Certification
Proclamation 21-14 - COVID-19 Vaccination Certification

To reduce the spread of COVID-19, Washington state Governor Jay Inslee, pursuant to emergency powers authorized in RCW 43.06.220, issued Proclamation 21-14 – COVID-19 Vaccination Requirement (dated August 9, 2021), as amended by Proclamation 21-14.1 – COVID-19 Vaccination Requirement (dated August 20, 2021) and as may be amended thereafter. The Proclamation requires contractors who have goods, services, or public works contracts with a Washington state agency to ensure that their personnel (including subcontractors) who perform contract activities on-site comply with the COVID-19 vaccination requirements, unless exempted as prescribed by the Proclamation.

Department of Revenue ("DOR") Contract Number: K2104

I hereby certify, on behalf of the firm identified below, as follows (check one):

☑ *Contractor Has A COVID-19 Contractor Vaccination Verification Plan that Complies with the Vaccination Proclamation.* Contractor:

1. Has reviewed and understands Contractor's obligations as set forth in *Proclamation 21-14 – COVID-19 Vaccination Requirement (dated August 9, 2021), as amended by Proclamation 21-14.1 – COVID-19 Vaccination Requirement (dated August 20, 2021);*

2. Has developed a COVID-19 Vaccination Verification Plan for Contractor's personnel (including subcontractors) that complies with the above-referenced Proclamation;

3. Has obtained a copy or visually observed proof of full vaccination against COVID-19 for Contractor personnel (including subcontractors) who are subject to the vaccination requirement in the above-referenced Proclamation;

4. Complies with the requirements for granting disability and religious accommodations for Contractor personnel (including subcontractors) who are subject to the vaccination requirement in the above-referenced Proclamation;

5. Has operational procedures in place to ensure that any contract activities that occur in person and on-site at DOR premises (other than only for a short period of time during a given day and where any moments of close proximity to others on-site will be fleeting – e.g., a few minutes for deliveries) that are performed by Contractor personnel (including subcontractors) will be performed by personnel who are fully vaccinated or properly exempted as required by the above-referenced Proclamation;

6. Has operational procedures in place to enable Contractor personnel (including subcontractors) who perform contract activities on-site and at DOR premises to provide compliance documentation that such personnel are in compliance with the above-referenced Proclamation;

Attachment F
Contractor Certification
Proclamation 21-14 - COVID-19 Vaccination Certification
Page 2

7. Will provide to DOR, upon request, Contractor's COVID-19 Vaccination Verification Plan and related records, except as prohibited by law, and will cooperate with any investigation or inquiry pertaining to the same.

OR

☐ CONTRACTOR DOES NOT HAVE A COVID-19 CONTRACTOR VACCINATION VERIFICATION PLAN. Contractor does not have a current COVID-19 Contractor Vaccination Verification Plan and is not able to develop and provide a COVID-19 Contractor Vaccination Verification Plan to ensure that Contractor's personnel (including subcontractors) meet the COVID-19 vaccination requirements as set forth in the above-referenced Proclamation and provide the same to DOR within twenty-four (24) hours of such designation. [Note: Compliance with the Proclamation is mandatory.]

I hereby certify, under penalty of perjury under the laws of the State of Washington, that the certifications herein are true and correct and that I am authorized to make these certifications on behalf of the firm listed herein.

Firm Name: Treinen Associates, Inc.
　　　　　　　Name of Contractor – Print full legal entity name of firm

By: _William Treinen_　　　　　　　　　　Mr. William Treinen
　　Signature of authorized person　　　　　　　Print Name of person making certifications for firm

Title: President and Chief Executive Officer　　Place: Olympia, Washington
　　　Title of person signing certificate　　　　　　Print city and state where signed

Date: November 4, 2022

Return to Procurement & Contracts Manager
Department of Revenue
LoriG@dor.wa.gov
Post Office Box 47462
Olympia, WA 98504

Failure to submit may result in contract termination.

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Attachment A: Bidder Profile

ATTACHMENT A:
Bidder Profile

Bidder must provide all requested information in the space provided next to each numbered section below.

Many of the questions require information if you answer "yes". Please provide your response in the space provided unless otherwise directed to submit on a separate page (note: the spaces provided can expand to allow for more text to be typed in if necessary). If you are directed to provide answers on a separate page, please identify the question and corresponding number that you are responding to, and attach that document to this Attachment A.

COMPANY INFORMATION:

(a)	Firm Legal Name*	Treinen Associates, Inc.
	Street Address	204 Pear Street NE
	Mailing Address:	204 Pear Street NE
	Delivery Address	204 Pear Street NE
	City, State, ZIP	Olympia, WA 98506

*Legal Name: Many companies use a "Doing Business As" name or a nickname in their daily business. However, the State requires the legal name of your company as it is legally registered in the State of Washington or the state in which your company was registered. This should include the type of entity – Inc., LLC, LP, etc.

(b)	DBA (if any)		
	Telephone Number(s)		
	Area Code: 360	Number: 455-5168	Extension:
	Area Code:	Number:	Extension:

(c)	A list identifying which parties of the organization have the authority to sign contracts/amendments on behalf of the Bidder's entity.
	Mr. William Treinen, President and Chief Executive Officer Mr. Tim Walker, Vice President

(d)	Names, addresses, e-mail addresses and telephone numbers of the sole proprietor, partners, or principal officers as appropriate to the organization		
	Name & Title: Mr. William Treinen, President and Chief Executive Officer		
	Address: 204 Pear Street NE, Olympia, WA 98506		
	Email Address: wtreinen@treinen.com		
	Telephone Number 360.870.7029 (cell) / extension 101 (office)		
	Area Code: 360 Area Code: 360	Number: 870-7029 (cell) 455.5168 (office)	Extension: 101

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(e)	Primary Contact Person for Questions/Contract Negotiations, including address if different than above		
	Name & Title: Mr. William Treinen, President and Chief Executive Officer		
	Address:		
	Email Address: wtreinen@treinen.com		
	Telephone Number for Contact Person		
	Area Code: 360 Area Code: 360	Number: 870-7029 (cell) 455.5168 (office)	Extension: 101

(i)	WA State UBI	602 245 452	

(j)	Statewide Vendor Number (SWV)	SWV0020114-00	

Bidder must be registered with the Washington State Office of Financial Management as a statewide vendor. Vendors cannot be paid until they have a SWV number. **If no current SWV number**, affirm that your organization will obtain a SWV number within ten (10) days of executing contract. ☐YES   ☐NO

(k)	Federal Tax Identification Number	91-2180560

MANDATORY QUALIFICATIONS

(a)	Bidder is properly licensed to do business in the state of Washington.	☒YES ☐NO

(b)	Bidder is registered in Washington Electronic Business Solutions (WEBS)?	☒YES ☐NO

TERMINATION FOR DEFAULT

(a)	Has Bidder had a state contract terminated for default within the last five years?	☐YES ☒NO

If yes, submit on a separate sheet of paper the full details surrounding the breach and default.

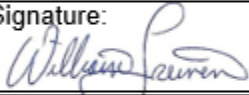TREINEN

CONFIDENTIALITY

(a)	Are there any pages in the Proposal that the Bidder has marked as "Confidential" or "Proprietary"	☐YES ☒NO

If yes, any information in the Proposal that the Bidder desires to claim as proprietary and exempt from disclosure under the provisions of Chapter 42.56 must be clearly designated. Each page containing information claimed to be exempt from disclosure must be clearly identified by the word "Privileged" or "Confidential" printed on the lower right-hand corner of the page.

Additionally, Bidder must include a separate piece of paper attached to this **Attachment A,** indicating the pages that have been marked "Confidential" and the particular exception from disclosure upon which the Bidder is making the claim. Failure to follows these rules waives Bidders claim.

AUTHORIZED SIGNATURES:

By signing below, you hereby certify that you are an authorized representative of your firm/company and empowered to negotiate, enter into, and execute, in the name and on behalf of your firm/company, any agreements or documents associated with this RFP and to bind your firm/company to the obligations stipulated therein.

Signature *(Individual must be authorized to Bind the Organization)*	
Signature: *William Treinen*	Date: November 4, 2022
Print Name: William Treinen	

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