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MASTER AGREEMENT #010826
CATEGORY: IT Managed Workforce and IT Staff Augmentation Solutions
SUPPLIER: Momentum, Inc.

This Master Agreement (Agreement) is between Sourcewell, a Minnesota service cooperative located at 202 12th Street Northeast, Staples, MN 56479 (Sourcewell) and Momentum, Inc., 3314 East Market Street, Camp Hill, PA 17011 (Supplier).

Sourcewell is a local government and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) offering a Cooperative Purchasing Program to eligible participating government entities.

Under this Master Agreement entered with Sourcewell, Supplier will provide Included Solutions to Participating Entities through Sourcewell's Cooperative Purchasing Program.

Article 1: General Terms

The General Terms in this Article 1 control the operation of this Master Agreement between Sourcewell and Supplier and apply to all transactions entered by Supplier and Participating Entities. Subsequent Articles to this Master Agreement control the rights and obligations directly between Sourcewell and Supplier (Article 2), and between Supplier and Participating Entity (Article 3), respectively. These Article 1 General Terms control over any conflicting terms. Where this Master Agreement is silent on any subject, Participating Entity and Supplier retain the ability to negotiate mutually acceptable terms.

1) **Purpose.** Pursuant to Minnesota law, the Sourcewell Board of Directors has authorized a Cooperative Purchasing Program designed to provide Participating Entities with access to competitively awarded cooperative purchasing agreements. To facilitate the Program, Sourcewell has awarded Supplier this cooperative purchasing Master Agreement following a competitive procurement process intended to meet compliance standards in accordance with Minnesota law and the requirements contained herein.

2) **Intent.** The intent of this Master Agreement is to define the roles of Sourcewell, Supplier, and Participating Entity as it relates to Sourcewell's Cooperative Purchasing Program.

3) **Participating Entity Access.** Sourcewell's Cooperative Purchasing Program Master Agreements are available to eligible public agencies (Participating Entities). A Participating Entity's authority to access Sourcewell's Cooperative Purchasing Program is determined through the laws of its respective jurisdiction.

4) **Supplier Access.** The Included Solutions offered under this Agreement may be made available to any Participating Entity. Supplier understands that a Participating Entity's use of this Agreement is at the Participating Entity's sole convenience. Supplier will educate its sales and service forces about Sourcewell eligibility requirements and required documentation. Supplier will be responsible for ensuring sales are with Participating Entities.

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5) **Term.** This Agreement is effective upon the date of the final signature below. The term of this Agreement is four (4) years from the effective date. The Agreement expires at 11:59 P.M. Central Time on October 20, 2030, unless it is cancelled or extended as defined in this Agreement.

   a) **Extensions.** Sourcewell and Supplier may agree to up to three (3) additional one-year extensions beyond the original four-year term. The total possible length of this Agreement will be seven (7) years from the effective date.

   b) **Exceptional Circumstances.** Sourcewell retains the right to consider additional extensions as required under exceptional circumstances.

6) **Survival of Terms.** Notwithstanding the termination of this Agreement, the obligations of this Agreement will continue through the performance period of any transaction entered between Supplier and any Participating Entity before the termination date.

7) **Scope.** Supplier is awarded a Master Agreement to provide the solutions identified in (Solicitation #010826) to Participating Entities. In-scope solutions include:

   a) IT Managed Workforce Solutions, such as:
      i) Coordination and oversight of multiple staffing suppliers to meet IT talent needs.
      ii) Management of supplier performance, compliance, and contractual obligations.
      iii) Administration of workforce processes and support of strategic IT workforce planning and alignment.
      iv) Providing tools, resources, and processes to manage statement of work (SOW) engagements with IT staffing suppliers.
   b) IT Staff Augmentation Services, such as:
      i) Providing temporary, project-based, long-term staff augmentation, or direct-hire IT professionals across a full range of IT roles.

   Suppliers may include complementary offerings of related services, software, and technology solutions to the extent that these solutions are directly related to the solutions proposed in 7)a) and 7)b) above.

8) **Included Solutions.** Supplier's Proposal to the above referenced RFP is incorporated into this Master Agreement. Only those Solutions included within Supplier's Proposal and within Scope (Included Solutions) are included within the Agreement and may be offered to Participating Entities.

9) **Indefinite Quantity.** This Master Agreement defines an indefinite quantity of sales to eligible Participating Entities.

10) **Pricing.** Pricing information (including Pricing and Delivery and Pricing Offered tables) for all Included Solutions within Supplier's Proposal is incorporated into this Master Agreement.

11) **Not to Exceed Pricing.** Suppliers may not exceed the prices listed in the current Pricing List on file with Sourcewell when offering Included Solutions to Participating Entities. Participating Entities may request adjustments to pricing directly from Supplier during the negotiation and execution of any transaction.

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12) **Open Market.** Supplier's open market pricing process is included within its Proposal.

13) **Supplier Representations:**

i) **Compliance.** Supplier represents and warrants it will provide all Included Solutions under this Agreement in full compliance with applicable federal, state, and local laws and regulations.

ii) **Licenses.** As applicable, Supplier will maintain a valid status on all required federal, state, and local licenses, bonds, and permits required for the operation of Supplier's business with Participating Entities. Participating Entities may request all relevant documentation directly from Supplier.

iii) **Supplier Warrants.** Supplier warrants that all Included Solutions furnished under this Agreement are free from liens and encumbrances, and are free from defects in design, materials, and workmanship. In addition, Supplier warrants the Solutions are suitable for and will perform in accordance with the ordinary use for which they are intended.

14) **Bankruptcy Notices.** Supplier certifies and warrants it is not currently in a bankruptcy proceeding. Supplier has disclosed all current and completed bankruptcy proceedings within the past seven years within its Proposal. Supplier must provide notice in writing to Sourcewell if it enters a bankruptcy proceeding at any time during the term of this Agreement.

15) **Debarment and Suspension.** Supplier certifies and warrants that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota, the United States federal government, or any Participating Entity. Supplier certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this Agreement. Supplier further warrants that it will provide immediate written notice to Sourcewell if this certification changes at any time during the term of this Agreement.

16) **Provisions for non-United States federal entity procurements under United States federal awards or other awards (Appendix II to 2 C.F.R § 200).** Participating Entities that use United States federal grant or other federal funding to purchase solutions from this Agreement may be subject to additional requirements including the procurement standards of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 C.F.R. § 200. Participating Entities may have additional requirements based on specific funding source terms or conditions. Within this Section, all references to "federal" should be interpreted to mean the United States federal government. The following list applies when a Participating Entity accesses Supplier's Included Solutions with United States federal funds.

i) **EQUAL EMPLOYMENT OPPORTUNITY.** Except as otherwise provided under 41 C.F.R. § 60, all agreements that meet the definition of "federally assisted construction contract" in 41 C.F.R. § 60-1.3 must include the equal opportunity clause provided under 41 C.F.R. § 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 C.F.R. §, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing

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regulations at 41 C.F.R. § 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor." The equal opportunity clause is incorporated herein by reference.

ii) **DAVIS-BACON ACT, AS AMENDED (40 U.S.C. § 3141-3148).** When required by federal program legislation, all prime construction contracts in excess of $2,000 awarded by non-federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. § 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 C.F.R. § 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-federal entity must report all suspected or reported violations to the federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. § 3145), as supplemented by Department of Labor regulations (29 C.F.R. § 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-federal entity must report all suspected or reported violations to the federal awarding agency. Supplier must comply with all applicable Davis-Bacon Act provisions.

iii) **CONTRACT WORK HOURS AND SAFETY STANDARDS ACT (40 U.S.C. § 3701-3708).** Where applicable, all contracts awarded by the non-federal entity in excess of $100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. §§ 3702 and 3704, as supplemented by Department of Labor regulations (29 C.F.R. § 5). Under 40 U.S.C. § 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. § 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies, materials, or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence. This provision is hereby incorporated by reference into this Agreement. Supplier certifies that during the term of an award for all Agreements by Sourcewell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.

iv) **RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT.** If the federal award meets the definition of "funding agreement" under 37 C.F.R. § 401.2(a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient

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must comply with the requirements of 37 C.F.R. § 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency. Supplier certifies that during the term of an award for all Agreements by Sourcewell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.

v) **CLEAN AIR ACT (42 U.S.C. § 7401-7671Q.) AND THE FEDERAL WATER POLLUTION CONTROL ACT (33 U.S.C. § 1251-1387).** Contracts and subgrants of amounts in excess of $150,000 require the non-federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. § 7401- 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. § 1251- 1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA). Supplier certifies that during the term of this Agreement it will comply with applicable requirements as referenced above.

vi) **DEBARMENT AND SUSPENSION (EXECUTIVE ORDERS 12549 AND 12689).** A contract award (see 2 C.F.R. § 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 C.F.R. § 180 that implement Executive Orders 12549 (3 C.F.R. § 1986 Comp., p. 189) and 12689 (3 C.F.R. § 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. Supplier certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

vii) **BYRD ANTI-LOBBYING AMENDMENT, AS AMENDED (31 U.S.C. § 1352).** Suppliers must file any required certifications. Suppliers must not have used federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Suppliers must disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier up to the non-federal award. Suppliers must file all certifications and disclosures required by, and otherwise comply with, the Byrd Anti-Lobbying Amendment (31 U.S.C. § 1352).

viii) **RECORD RETENTION REQUIREMENTS.** To the extent applicable, Supplier must comply with the record retention requirements detailed in 2 C.F.R. § 200.333. The Supplier further certifies that it will retain all records as required by 2 C.F.R. § 200.333 for a period of 3 years after grantees or subgrantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

ix) **ENERGY POLICY AND CONSERVATION ACT COMPLIANCE.** To the extent applicable, Supplier must comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

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x) **BUY AMERICAN PROVISIONS COMPLIANCE.** To the extent applicable, Supplier must comply with all applicable provisions of the Buy American Act. Purchases made in accordance with the Buy American Act must follow the applicable procurement rules calling for free and open competition.

xi) **ACCESS TO RECORDS (2 C.F.R. § 200.336).** Supplier agrees that duly authorized representatives of a federal agency must have access to any books, documents, papers and records of Supplier that are directly pertinent to Supplier's discharge of its obligations under this Agreement for the purpose of making audits, examinations, excerpts, and transcriptions. The right also includes timely and reasonable access to Supplier's personnel for the purpose of interview and discussion relating to such documents.

xii) **PROCUREMENT OF RECOVERED MATERIALS (2 C.F.R. § 200.322).** A non-federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. § 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds $10,000 or the value of the quantity acquired during the preceding fiscal year exceeded $10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

xiii) **FEDERAL SEAL(S), LOGOS, AND FLAGS.** The Supplier cannot use the seal(s), logos, crests, or reproductions of flags or likenesses of Federal agency officials without specific pre-approval.

xiv) **NO OBLIGATION BY FEDERAL GOVERNMENT.** The U.S. federal government is not a party to this Agreement or any purchase by a Participating Entity and is not subject to any obligations or liabilities to the Participating Entity, Supplier, or any other party pertaining to any matter resulting from the Agreement or any purchase by an authorized user.

xv) **PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS OR RELATED ACTS.** The Contractor acknowledges that 31 U.S.C. § 38 (Administrative Remedies for False Claims and Statements) applies to the Supplier's actions pertaining to this Agreement or any purchase by a Participating Entity.

xvi) **FEDERAL DEBT.** The Supplier certifies that it is non-delinquent in its repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowance, and benefit overpayments.

xvii) **CONFLICTS OF INTEREST.** The Supplier must notify the U.S. Office of General Services, Sourcewell, and Participating Entity as soon as possible if this Agreement or any aspect related to the anticipated work under this Agreement raises an actual or potential conflict of interest (as described in 2 C.F.R. Part 200). The Supplier must explain the actual or potential conflict in writing in sufficient detail so that the U.S. Office of General Services, Sourcewell, and Participating Entity are able to assess the actual or potential conflict; and provide any additional information as necessary or requested.

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xviii) **U.S. EXECUTIVE ORDER 13224.** The Supplier, and its subcontractors, must comply with U.S. Executive Order 13224 and U.S. Laws that prohibit transactions with and provision of resources and support to individuals and organizations associated with terrorism.

xix) **PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT.** To the extent applicable, Supplier certifies that during the term of this Agreement it will comply with applicable requirements of 2 C.F.R. § 200.216.

xx) **DOMESTIC PREFERENCES FOR PROCUREMENTS.** To the extent applicable, Supplier certifies that during the term of this Agreement, Supplier will comply with applicable requirements of 2 C.F.R. § 200.322.

Article 2:
Sourcewell and Supplier Obligations

The Terms in this Article 2 relate specifically to Sourcewell and its administration of this Master Agreement with Supplier and Supplier's obligations thereunder.

1) **Authorized Sellers**. Supplier must provide Sourcewell a current means to validate or authenticate Supplier's authorized dealers, distributors, or resellers which may complete transactions of Included Solutions offered under this Agreement. Sourcewell may request updated information in its discretion, and Supplier agrees to provide requested information within a reasonable time.

2) **Product and Price Changes Requirements.** Supplier may request Included Solutions changes, additions, or deletions at any time. All requests must be made in writing by submitting a Sourcewell Price and Product Change Request Form to Sourcewell. At a minimum, the request must:
   - Identify the applicable Sourcewell Agreement number;
   - Clearly specify the requested change;
   - Provide sufficient detail to justify the requested change;
   - Individually list all Included Solutions affected by the requested change, along with the requested change (e.g., addition, deletion, price change); and
   - Include a complete restatement of Pricing List with the effective date of the modified pricing, or product addition or deletion. The new pricing restatement must include all Included Solutions offered, even for those items where pricing remains unchanged.

   A fully executed Sourcewell Price and Product Change Request Form will become an amendment to this Agreement and will be incorporated by reference.

3) **Authorized Representative.** Supplier will assign an Authorized Representative to Sourcewell for this Agreement and must provide prompt notice to Sourcewell if that person is changed. The Authorized Representative will be responsible for:
   - Maintenance and management of this Agreement;
   - Timely response to all Sourcewell and Participating Entity inquiries; and
   - Participation in reviews with Sourcewell.

   Sourcewell's Authorized Representative is its Chief Procurement Officer.

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4) **Performance Reviews.** Supplier will perform a minimum of one review with Sourcewell per agreement year. The review will cover transactions to Participating Entities, pricing and terms, administrative fees, sales data reports, performance issues, supply chain issues, customer issues, and any other necessary information.

5) **Sales Reporting Required.** Supplier is required as a material element to this Master Agreement to report all completed transactions with Participating Entities utilizing this Agreement. Failure to provide complete and accurate reports as defined herein will be a material breach of the Agreement and Sourcewell reserves the right to pursue all remedies available at law including cancellation of this Agreement.

6) **Reporting Requirements.** Supplier must provide Sourcewell an activity report of all transactions completed utilizing this Agreement. Reports are due at least once each calendar quarter (Reporting Period). Reports must be received no later than 45 calendar days after the end of each calendar quarter. Supplier may report on a more frequent basis in its discretion. Reports must be provided regardless of the amount of completed transactions during that quarter (i.e., if there are no sales, Supplier must submit a report indicating no sales were made).

   The Report must contain the following fields:
   - Participating Entity Name (e.g., City of Staples Highway Department);
   - Participating Entity Physical Street Address;
   - Participating Entity City;
   - Participating Entity State/Province;
   - Participating Entity Zip/Postal Code;
   - Sourcewell Participating Entity Account Number;
   - Transaction Description;
   - Transaction Purchased Price;
   - Sourcewell Administrative Fee Applied; and
   - Date Transaction was invoiced/sale was recognized as revenue by Supplier.

   If collected by Supplier, the Report may include the following fields as available:
   - Participating Entity Contact Name;
   - Participating Entity Contact Email Address;
   - Participating Entity Contact Telephone Number;

7) **Administrative Fee.** In consideration for the support and services provided by Sourcewell, Supplier will pay an Administrative Fee to Sourcewell on all completed transactions to Participating Entities utilizing this Agreement. Supplier will include its Administrative Fee within its proposed pricing. Supplier may not directly charge Participating Entities to offset the Administrative Fee.

8) **Fee Calculation.** Supplier's Administrative Fee payable to Sourcewell will be calculated as a stated percentage (listed in Supplier's Proposal) of all completed transactions utilizing this Master Agreement within the preceding Reporting Period. For certain categories, a flat fee may be proposed. The Administrative Fee will be stated in Supplier's Proposal.

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9) **Fee Remittance.** Supplier will remit fee to Sourcewell no later than 45 calendar days after the close of the preceding calendar quarter in conjunction with Supplier's Reporting Period obligations defined herein. Payments should note the Supplier's name and Sourcewell-assigned Agreement number in the memo; and must be either mailed to Sourcewell above "Attn: Accounts Receivable" or remitted electronically to Sourcewell's banking institution per Sourcewell's Finance department instructions.

10) **Noncompliance.** Sourcewell reserves the right to seek all remedies available at law for unpaid or underpaid Administrative Fees due under this Agreement. Failure to remit payment, delinquent payments, underpayments, or other deviations from the requirements of this Agreement may be deemed a material breach and may result in cancellation of this Agreement and disbarment from future Agreements.

11) **Audit Requirements.** Pursuant to Minn. Stat. § 16C.05, subdivision 5, the books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by Sourcewell and the Minnesota State Auditor for a minimum of six years from the end of this Agreement. Supplier agrees to fully cooperate with Sourcewell in auditing transactions under this Agreement to ensure compliance with pricing terms, correct calculation and remittance of Administrative Fees, and verification of transactions as may be requested by a Participating Entity or Sourcewell.

12) **Assignment, Transfer, and Administrative Changes.** Supplier may not assign or otherwise transfer its rights or obligations under this Agreement without the prior written consent of Sourcewell. Such consent will not be unreasonably withheld. Sourcewell reserves the right to unilaterally assign all or portions of this Agreement within its sole discretion to address corporate restructurings, mergers, acquisitions, or other changes to the Responsible Party and named in the Agreement. Any prohibited assignment is invalid. Upon request Sourcewell may make administrative changes to agreement documentation such as name changes, address changes, and other non-material updates as determined within its sole discretion.

13) **Amendments.** Any material change to this Agreement must be executed in writing through an amendment and will not be effective until it has been duly executed by the parties.

14) **Waiver.** Failure by Sourcewell to enforce any right under this Agreement will not be deemed a waiver of such right in the event of the continuation or repetition of the circumstances giving rise to such right.

15) **Complete Agreement.** This Agreement represents the complete agreement between the parties for the scope as defined herein. Supplier and Sourcewell may enter into separate written agreements relating specifically to transactions outside of the scope of this Agreement.

16) **Relationship of Sourcewell and Supplier.** This Agreement does not create a partnership, joint venture, or any other relationship such as employee, independent contractor, master-servant, or principal-agent.

17) **Indemnification.** Supplier must indemnify, defend, save, and hold Sourcewell, including their agents and employees, harmless from any claims or causes of action, including attorneys' fees incurred by Sourcewell, arising out of any act or omission in the performance of this Agreement by the Supplier

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or its agents or employees; this indemnification includes injury or death to person(s) or property alleged to have been caused by some defect in design, condition, or performance of Included Solutions under this Agreement. Sourcewell's responsibility will be governed by the State of Minnesota's Tort Liability Act (Minnesota Statutes Chapter 466) and other applicable law.

18) **Data Practices.** Supplier and Sourcewell acknowledge Sourcewell is subject to the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13. As it applies to all data created and maintained in performance of this Agreement, Supplier may be subject to the requirements of this chapter.

19) **Grant of License.**
    a) **During the term of this Agreement:**
        i) **Supplier Promotion.** Sourcewell grants to Supplier a royalty-free, worldwide, non-exclusive right and license to use the trademark(s) provided to Supplier by Sourcewell in advertising, promotional materials, and informational sites for the purpose of marketing Sourcewell's Agreement with Supplier.

        ii) **Sourcewell Promotion.** Supplier grants to Sourcewell a royalty-free, worldwide, non-exclusive right and license to use Supplier's trademarks in advertising, promotional materials, and informational sites for the purpose of marketing Supplier's Agreement with Sourcewell.

    b) **Limited Right of Sublicense.** The right and license granted herein includes a limited right of each party to grant sublicenses to their respective subsidiaries, distributors, dealers, resellers, marketing representatives, partners, or agents (collectively "Permitted Sublicensees") in advertising, promotional, or informational materials for the purpose of marketing the Parties' relationship. Any sublicense granted will be subject to the terms and conditions of this Article. Each party will be responsible for any breach of this section by any of their respective sublicensees.

    c) **Use; Quality Control.**
        i) Neither party may alter the other party's trademarks from the form provided and must comply with removal requests as to specific uses of its trademarks or logos.

        ii) Each party agrees to use, and to cause its Permitted Sublicensees to use, the other party's trademarks only in good faith and in a dignified manner consistent with such party's use of the trademarks. Each party may make written notice to the other regarding misuse under this section. The offending party will have 30 days of the date of the written notice to cure the issue or the license/sublicense will be terminated.

    d) **Termination.** Upon the termination of this Agreement for any reason, each party, including Permitted Sublicensees, will have 30 days to remove all Trademarks from signage, websites, and the like bearing the other party's name or logo (excepting Sourcewell's pre-printed catalog of suppliers which may be used until the next printing). Supplier must return all marketing and promotional materials, including signage, provided by Sourcewell, or dispose of it according to Sourcewell's written directions.

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20) **Venue and Governing law between Sourcewell and Supplier Only.** The substantive and procedural laws of the State of Minnesota will govern this Agreement between Sourcewell and Supplier. Venue for all legal proceedings arising out of this Agreement between Sourcewell and Supplier will be in court of competent jurisdiction within the State of Minnesota. This section does not apply to any dispute between Supplier and Participating Entity. This Agreement reserves the right for Supplier and Participating Entity to negotiate this term to within any transaction documents.

21) **Severability.** If any provision of this Agreement is found by a court of competent jurisdiction to be illegal, unenforceable, or void then both parties will be relieved from all obligations arising from that provision. If the remainder of this Agreement is capable of being performed, it will not be affected by such determination or finding and must be fully performed.

22) **Insurance Coverage.** At its own expense, Supplier must maintain valid insurance policy(ies) during the performance of this Agreement with insurance company(ies) licensed or authorized to do business in the State of Minnesota having an "AM BEST" rating of A- or better, with coverage and limits of insurance not less than the following:

    a) **Commercial General Liability Insurance.** Supplier will maintain insurance covering its operations, with coverage on an occurrence basis, and must be subject to terms no less broad than the Insurance Services Office ("ISO") Commercial General Liability Form CG0001 (2001 or newer edition), or equivalent. At a minimum, coverage must include liability arising from premises, operations, bodily injury and property damage, independent contractors, products-completed operations including contractual liability, blanket contractual liability, and personal injury and advertising injury. All required limits, terms and conditions of coverage must be maintained during the term of this Agreement.
        - $1,500,000 each occurrence Bodily Injury and Property Damage
        - $1,500,000 Personal and Advertising Injury
        - $2,000,000 aggregate for products liability-completed operations
        - $2,000,000 general aggregate

    b) **Certificates of Insurance.** Prior to execution of this Agreement, Supplier must furnish to Sourcewell a certificate of insurance, as evidence of the insurance required under this Agreement. Prior to expiration of the policy(ies), renewal certificates must be mailed to Sourcewell, 202 12th Street Northeast, Staples, MN 56479 or provided to in an alternative manner as directed by Sourcewell. The certificates must be signed by a person authorized by the insurer(s) to bind coverage on their behalf. Failure of Supplier to maintain the required insurance and documentation may constitute a material breach.

    c) **Additional Insured Endorsement and Primary and Non-contributory Insurance Clause.** Supplier agrees to list Sourcewell, including its officers, agents, and employees, as an additional insured under the Supplier's commercial general liability insurance policy with respect to liability arising out of activities, "operations," or "work" performed by or on behalf of Supplier, and products and completed operations of Supplier. The policy provision(s) or endorsement(s) must further provide that coverage is primary and not excess over or contributory with any other valid, applicable, and collectible insurance or self-insurance in force for the additional insureds.

    d) **Waiver of Subrogation.** Supplier waives and must require (by endorsement or otherwise) all its insurers to waive subrogation rights against Sourcewell and other additional insureds for losses

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paid under the insurance policies required by this Agreement or other insurance applicable to the Supplier or its subcontractors. The waiver must apply to all deductibles and/or self-insured retentions applicable to the required or any other insurance maintained by the Supplier or its subcontractors. Where permitted by law, Supplier must require similar written express waivers of subrogation and insurance clauses from each of its subcontractors.

e) **Umbrella/Excess Liability/SELF-INSURED RETENTION.** The limits required by this Agreement can be met by either providing a primary policy or in combination with umbrella/excess liability policy(ies), or self-insured retention.

23) **Termination for Convenience.** Sourcewell or Supplier may terminate this Agreement upon 60 calendar days' written notice to the other Party. Termination pursuant to this section will not relieve the Supplier's obligations under this Agreement for any transactions entered with Participating Entities through the date of termination, including reporting and payment of applicable Administrative Fees.

24) **Termination for Cause.** Sourcewell may terminate this Agreement upon providing written notice of material breach to Supplier. Notice must describe the breach in reasonable detail and state the intent to terminate the Agreement. Upon receipt of Notice, the Supplier will have 30 calendar days in which it must cure the breach. Termination pursuant to this section will not relieve the Supplier's obligations under this Agreement for any transactions entered with Participating Entities through the date of termination, including reporting and payment of applicable Administrative Fees.

Article 3:
Supplier Obligations to Participating Entities

The Terms in this Article 3 relate specifically to Supplier and a Participating Entity when entering transactions utilizing the General Terms established in this Master Agreement. Article 1 General Terms control over any conflict with this Article 3. Where this Master Agreement is silent on any subject, Participating Entity and Supplier retain the ability to negotiate mutually acceptable terms.

1) **Quotes to Participating Entities.** Suppliers are encouraged to provide all pricing information regarding the total cost of acquisition when quoting to a Participating Entity. Suppliers and Participating Entities are encouraged to include all cost specifically associated with or included within the Suppliers proposal and Included Solutions within transaction documents.

2) **Shipping, Delivery, Acceptance, Rejection, and Warranty.** Supplier's proposal may include proposed terms relating to shipping, delivery, inspection, and acceptance/rejection and other relevant terms of tendered Solutions. Supplier and Participating Entity may negotiate final terms appropriate for the specific transaction relating to non-appropriation, shipping, delivery, inspection, acceptance/rejection of tendered Solutions, and warranty coverage for Included Solutions. Such terms may include, but are not limited to, costs, risk of loss, proper packaging, inspection rights and timelines, acceptance or rejection procedures, and remedies as mutually agreed include notice requirements, replacement, return or exchange procedures, and associated costs.

3) **Applicable Taxes.** Participating Entity is responsible for notifying supplier of its tax-exempt status and for providing Supplier with any valid tax-exemption certification(s) or related documentation.

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4) **Ordering Process and Payment.** Supplier's ordering process and acceptable forms of payment are included within its Proposal. Participating Entities will be solely responsible for payment to Supplier and Sourcewell will have no liability for any unpaid invoice of any Participating Entity.

5) **Transaction Documents.** Participating Entity may require the use of its own forms to complete transactions directly with Supplier utilizing the terms established in this Agreement. Supplier's standard form agreements may be offered as part of its Proposal. Supplier and Participating Entity may complete and document transactions utilizing any type of transaction documents as mutually agreed. In any transaction document entered utilizing this Agreement, Supplier and Participating Entity must include specific reference to this Master Agreement by number and to Participating Entity's unique Sourcewell account number.

6) **Additional Terms and Conditions Permitted.** Participating Entity and Supplier may negotiate and include additional terms and conditions within transaction documentation as mutually agreed. Such terms may supplant or supersede this Master Agreement when necessary and as solely determined by Participating Entity. Sourcewell has expressly reserved the right for Supplier and Participating Entity to address any necessary provisions within transaction documents not expressly included within this Master Agreement, including but not limited to transaction cancellation, dispute resolution, governing law and venue, non-appropriation, insurance, defense and indemnity, force majeure, and other material terms as mutually agreed.

7) **Subsequent Agreements and Survival.** Supplier and Participating Entity may enter into a separate agreement to facilitate long-term performance obligations utilizing the terms of this Master Agreement as mutually agreed. Such agreements may provide for a performance period extending beyond the full term of this Master Agreement as determined in the discretion of Participating Entity.

8) **Participating Addendums.** Supplier and Participating Entity may enter a Participating Addendum or similar document extending and supplementing the terms of this Master Agreement to facilitate adoption as may be required by a Participating Entity.

Sourcewell	Momentum, Inc,
Signed by: Jeremy Schwartz C0FD2A139D06489...	DocuSigned by: Ashley Hock C692680F6759488...
By: _____	By: _____
Jeremy Schwartz	Ashley Hock
Title: Chief Procurement Officer	Title: Chief Executive Officer
Date: 10/15/2026 | 2:15 PM CDT	Date: 10/15/2026 | 12:05 PM PDT

Docusign Envelope ID: 946D6F36-0027-8889-8209-262D66840173

RFP 010826 - IT Managed Workforce and Staff Augmentation Solutions

Vendor Details

Company Name:	Momentum, Inc.
Address:	2120 Market Street Suite 100 Camp Hill, PA 17011
Contact:	Ashley Hock
Email:	sales@m-inc.com
Phone:	717-214-8000
Fax:	717-214-8004
HST#:	25-1815781

Submission Details

Created On:	Tuesday November 25, 2025 13:23:32
Submitted On:	Thursday January 08, 2026 12:24:49
Submitted By:	Ashley Hock
Email:	sales@m-inc.com
Transaction #:	51a40fae-d75a-4c87-84aa-da8d7b668b9d
Submitter's IP Address:	147.243.247.232

Specifications

Responsiveness Criteria

To be considered responsive under this solicitation, a proposer **must meet** the responsiveness criteria for one (1) or both solution categories identified below:

1. IT Managed Workforce
2. IT Staff Augmentation

Proposers that wish to demonstrate compliance with the responsiveness criteria for both solution categories, must submit the required documentation for each applicable category. In such cases, the proposer must submit the required documentation **for each** applicable category. Proposal responses will be evaluated within a collective pool, rather than by individual categories.

Proposals that **do not** include the required documentation for at least one (1) of the responsiveness criteria will be deemed non-responsive and **will not** advance to evaluation.

Summary:

- If you are proposing for **IT Managed Workforce**, provide the documentation listed in Table RC1.
- If you are proposing for **IT Staff Augmentation**, provide the documentation listed in Table RC2.
- If you are proposing for **both IT Managed Workforce** and **IT Staff Augmentation**, you must provide the required documentation listed in both Table RC1 and Table RC2. Submit all documents together in your "Responsiveness" folder, labeled according to the instructions below.

Responsiveness – Pass/Fail:
If any of the requested information is not provided, the proposer is deemed non-responsive and **WILL NOT** advance to evaluation.

Line Item	Acknowledge	Yes / No *	
1	I have read and understand the responsiveness criteria requirements.	(•) Yes ( ) No	*

Table RC1: Responsiveness Criteria - IT Managed Workforce Solutions

Line Item	Category or Type	Offered *
2	Proposers must demonstrate experience managing at least one (1) large-scale state-wide, county-wide, or city-wide public-sector contract. For a city-wide contract, the city must be located within a metropolitan statistical area (MSA) with a population of at least 2.9 million, based on the 2024 U.S. Census Bureau data. Documentation Required (submit one (1) of the following): - PDF copy of a contract award or executed agreement showing contract scope and statewide coverage; - Publicly available procurement portal record confirming contract award and active status; or - Renewal notice, contract extension, or redacted invoice demonstrating the contract is active as of the RFP submission due date. Label the document (in PDF format) as follows: - MW– Statewide Contract Evidence *See submission instructions below.	(•) Yes ( ) No

Table RC2: Responsiveness Criteria - IT Staff Augmentation Services

Line Item	Category or Type	Offered *
3	Proposers must demonstrate experience holding at least three (3) active public sector contracts directly as a prime contractor within the last 24 months of the RFP release, for solutions within the scope of this RFP. Documentation Required (submit one [1] of the following for each of the three [3] active public sector contracts): - Contract award letter or notice of award; - Executed agreement clearly naming the proposer as prime contractor; - Purchase order (PO) or equivalent document showing contract start date and scope of services (must include verifiable contract number); or, - Publicly available procurement portal record confirming contract award and active status. Label the documents (in PDF format) as follows: - SA1– Public Sector Contract Evidence - SA2– Public Sector Contract Evidence - SA3– Public Sector Contract Evidence *See submission instructions below.	(•) Yes ( ) No

Responsiveness Criteria - Instructions for Submitting Documents

For IT Managed Workforce Solutions, label the document (in PDF format) as follows:

- MW – Statewide Contract Evidence

For IT Staff Augmentation Services, label the documents (in PDF format) as follows:

- SA1 – Public Sector Contract Evidence
- SA2 – Public Sector Contract Evidence
- SA3 – Public Sector Contract Evidence

1. **Add all applicable and appropriately labeled documentation (in PDF format) and place in a folder.**
2. **Label the folder "Responsiveness".**
3. **Zip the folder.**
4. **Upload the zipped folder with your response submission.**

Responsiveness – Pass/Fail:
If any of the requested information is not provided, the proposer is deemed non-responsive and **WILL NOT** advance to evaluation.

Line Item	Acknowledge	Yes / No *	
4	I have read, acknowledged, labeled, and uploaded the organization's responsiveness criteria.	(•) Yes ( ) No	*

Table 1: Proposer Identity & Authorized Representatives (Not Scored)

General Instructions (applies to all Tables) Sourcewell prefers a brief but thorough response to each question. Do not merely attach additional documents to your response without also providing a substantive response. Do not leave answers blank; respond "N/A" if the question does not apply to you (preferably with an explanation).

Table 1 Specific Instructions. Sourcewell requires identification of all parties responsible for providing Solutions under a resulting master agreement(s) (Responsible Supplier). Proposers are strongly encouraged to include all potential Responsible Suppliers including any corporate affiliates, subsidiaries, D.B.A., and any other authorized entities within a singular proposal. All information required under this RFP must be included for each Responsible Supplier as instructed. Proposers with multiple Responsible Supplier options may choose to respond individually as distinct entities, however each response will be evaluated individually and only those proposals recommended for award may result in a master agreement award. Unawarded entities will not be permitted to later be added to an existing master agreement through operation of Proposer's corporate organization affiliation.

Line Item	Question	Response *	
5	Provide the legal name of the Proposer authorized to submit this Proposal.	Momentum, Inc.	*
6	In the event of award, is this entity the Responsible Supplier that will execute the master agreement with Sourcewell? Y or N.	Yes	*
7	Identify all subsidiaries, D.B.A., authorized affiliates, and any other entity that will be responsible for offering and performing delivery of Solutions within this Proposal (i.e. Responsible Supplier(s) that will execute a master agreement with Sourcewell).	Not applicable. Momentum, Inc. (Momentum) does not have any subsidiaries, D.B.A., authorized affiliates, or any other entities that will be responsible for offering and performing delivery of Solutions within this Proposal.	*
8	Provide your CAGE code or Unique Entity Identifier (SAM):	Momentum's CAGE code is 1WJ25.	*
9	Provide your NAICS code applicable to Solutions proposed.	541512 – Computer Systems Design Services. This NAICS code is applicable because the Solutions proposed provide IT staff augmentation and managed IT workforce services supporting computer systems, applications, infrastructure, and IT operations through qualified technical personnel.	
10	Proposer Physical Address:	3314 East Market Street, Camp Hill, PA 17011	*
11	Proposer website address (or addresses):	www.m-inc.com	*
12	Proposer's Authorized Representative (name, title, address, email address & phone) (The representative must have authority to sign the "Proposer's Assurance of Compliance" on behalf of the Proposer):	Ashley Hock, Chief Executive Officer, ahock@m-inc.com, (717) 798-7087	*
13	Proposer's primary contact for this proposal (name, title, address, email address & phone):	Ashley Hock, Chief Executive Officer, ahock@m-inc.com, (717) 798-7087	*
14	Proposer's other contacts for this proposal, if any (name, title, address, email address & phone):	Sue Engels, Director of Growth and Relationship Management, sengels@m-inc.com, (717) 480-2505 Ashley Tilley, Director of Operations, atilley@m-inc.com, (717) 439-9973	*

Table 2A: Financial Viability and Marketplace Success (50 Points, applies to Table 2A and 2B)

Line Item	Question	Response *	

15	Provide a brief history of your company, including your company's core values, business philosophy, and industry longevity related to the requested Solutions.	Momentum, Inc. (Momentum) is a women-owned management consulting firm founded in 1998 in Camp Hill, Pennsylvania. For more than 27 years, Momentum has partnered with public-sector, education, and commercial organizations to help them navigate complexity, adapt to change, and deliver meaningful outcomes. Our services include IT Staff Augmentation, IT Managed Workforce solutions, project and program management, and process improvement, supported by modern delivery practices such as product management, agile, and iterative delivery where appropriate. Our longevity is built on consistent performance, trusted relationships, and a business model focused on long-term success rather than short-term transactions. Momentum operates with a leadership-led partnership mindset that begins with our executive team. Through decades of public-sector experience, we have learned that successful partnerships are driven less by tools or methodology and more by alignment around governance, fiscal responsibility, and shared accountability. When those priorities are balanced with transparency and trust, agencies and vendors are able to focus on what matters most: delivering real value and leaving public services better than we found them. This philosophy is not theoretical - it is how Momentum operates across all of our public-sector work. Our executive team models this approach by remaining accessible, setting clear expectations for ethical delivery, collaboration, and long-term value creation, and staying engaged throughout delivery - not only during procurement or contract award. Leadership accessibility enables faster decisions, clearer accountability, and more effective issue resolution, creating an environment where agencies, vendors, and partners work together toward meaningful outcomes. Momentum's culture is guided by five core values that shape how we work and how we serve. Come as You Are reflects our belief in authenticity, inclusion, and curiosity. Cares About People reinforces our commitment to empathy, teamwork, and mutual support. Works Hard, Has Fun represents our belief that disciplined, high-quality work and positive energy go hand in hand. Always Adding Value keeps us focused on meaningful impact and continuous improvement. Nimble and Mighty captures our ability to move quickly without sacrificing quality by being responsive to evolving client needs and focused on results. As a management consulting firm, Momentum does not lead with a predetermined solution, tool, or methodology. We are intentionally tool-, technology-, and methodology-agnostic because public-sector organizations operate across a wide range of delivery models and constraints. We take the time to understand each client's culture, risk tolerance, and objectives before identifying the right approach, or combination of approaches, to move forward. This allows organizations to evolve at a pace their teams can absorb while maintaining stability and control. Momentum also brings a deep understanding of public-sector contracting and cooperative purchasing models. We recognize that time-and-materials, staff augmentation, and IT Managed Workforce approaches provide agencies with flexibility, transparency, and shared accountability when implemented with proper governance. Our solutions are designed to operate effectively within these environments, allowing Sourcewell participating entities to engage qualified partners while maintaining fiscal responsibility, oversight, and trust. At its core, Momentum's business philosophy is grounded in adaptability, collaboration, and client success. We are not a rigid vendor with a one-size-fits-all model. We work alongside agencies as a true partner by adjusting staffing strategies, engagement models, and governance structures as needs evolve. Our goal is to help organizations build capability, solve complex problems, and position themselves for long-term success - whether or not Momentum remains involved in the next phase. This commitment has sustained our partnerships for more than two decades and supports the IT Staff Augmentation and IT Managed Workforce solutions we provide through Sourcewell.

16	What are your company's expectations in the event of an award?	In the event of an award, Momentum's expectations are aligned with standard cooperative contracting practices and focused on enabling effective adoption and use of the contract by participating entities. Momentum expects: • Reasonable access to Sourcewell staff and designated representatives to support discovery, clarify program intent, and gather user feedback • Collaboration with Sourcewell to understand purchasing workflows, ordering mechanics, and compliance requirements so Momentum can design simple, intuitive operating models • The ability to ask questions and validate assumptions while developing user guides, onboarding materials, and agency-facing documentation • Ongoing coordination with the cooperative contract administrator for contract-related questions, issue resolution, reporting, and continuous improvement • Standard cooperative visibility within the Sourcewell contract catalog and website Momentum does not seek exclusive arrangements or special terms beyond those established in the RFP and resulting agreement. Momentum is prepared to operate fully within Sourcewell's procurement, reporting, and compliance framework and to support participating entities immediately upon award. Momentum also expects to collaborate with Sourcewell on post-award communications and outreach, within Sourcewell's established marketing and engagement framework, to ensure participating entities are aware of the contract and how to use it.	*
17	Demonstrate your financial strength and stability with meaningful data. This could include such items as financial statements, SEC filings, credit and bond ratings, letters of credit, and detailed reference letters. Upload supporting documents (as applicable) in the document upload section of your response. DO NOT PROVIDE ANY TAX INFORMATION OR PERSONALLY IDENTIFIABLE INFORMATION.	Momentum maintains multiple operating accounts and long-standing banking relationships that provide access to working capital and revolving lines of credit to support payroll, recruiting, and operating expenses in advance of client reimbursements. This structure ensures the company can reliably meet the cash-flow demands associated with large-scale IT Staff Augmentation and IT Managed Workforce programs. Momentum consistently maintains approximately $3 million in available credit capacity, which is rarely utilized due to the company's deliberate retention of sufficient internal working capital. Momentum follows a conservative financial management approach, including maintaining a low debt-to-equity ratio and a disciplined capital structure. A portion of annual profits is reinvested in internal systems, talent development, and operational scalability, while additional profits are retained to strengthen working capital and liquidity. This balanced approach supports sustainable growth without reliance on high-risk or speculative financing. The company maintains strong accounts receivable controls and disciplined collection practices, resulting in a healthy receivables position and minimal credit losses. Over more than 27 years of continuous operations and more than $230 million in cumulative revenue, Momentum has written off approximately $77,000 in total bad debt. This performance reflects the stability of Momentum's public-sector client base, effective contract and invoicing controls, and proactive financial oversight. Momentum also actively manages payment risk associated with subcontracted partners through shared-responsibility structures and appropriate safeguards to ensure continuity of delivery while protecting program-level financial stability. Momentum maintains comprehensive commercial insurance coverage, including General Liability, Professional Liability (Errors and Omissions), and Cybersecurity insurance, to protect participating entities, employees, and partners from operational and technology-related risks. Momentum's financial stability and creditworthiness are further supported by long-standing banking relationships. The company's primary banking partner is First Commonwealth Bank, a community-based financial institution that provides direct access to senior banking leadership and personalized financial support based on a detailed understanding of Momentum's operating history and business model. One of Momentum's owners previously served on the board of a local financial institution for approximately 15 years, reinforcing the company's strong financial governance and familiarity with prudent banking oversight. Momentum's financial position is further supported by the attached bank reference letter titled RFP 010826_Momentum_Table 2A - FCB Bank Letter and line of credit evidence titled RFP 010826_Momentum_Table 2A - Line of Credit within the RFP 010826_Momentum_Financial Strength and Stability folder, which demonstrate the company's credit standing and ongoing access to working capital.	*

18	Tell us your US market share for your proposed Solutions. OR, provide the number of US Education and Government entities you have served over the past three (3) years, your retention rates, along with the total number of states where you have made sales.	Momentum does not report formal U.S. market share for its proposed IT Staff Augmentation and Managed Workforce Solutions, as these services are delivered through engagement-based models within a highly fragmented public-sector market. Over the past three (3) years, Momentum has provided IT workforce and consulting services to U.S. government entities in four (5) states: New York, Ohio, Pennsylvania, Maryland, and Oklahoma. During this period, Momentum has supported 75 government agencies and public-sector organizations across these states. Momentum maintains a high customer retention rate, with approximately 85% of customers engaging Momentum for repeat or multi-year work. This retention reflects long-standing relationships and continued reliance on Momentum's workforce and delivery models.	*
19	Tell us your Canadian market share for your proposed Solutions. OR, provide the number of US Education and Government entities you have served over the past three (3) years, your retention rates, along with the total number of provinces where you have made sales.	Momentum does not report formal Canadian market share for its proposed IT Staff Augmentation and IT Managed Workforce solutions. Over the past three years, Momentum has provided IT workforce and consulting services exclusively to U.S. public-sector entities and has not yet made sales or delivered engagements within Canadian provinces. Accordingly, Momentum's Canadian sales activity during this period is zero (0) provinces. As described in Momentum's Ability to Sell section, Momentum is prepared to support Sourcewell participating entities located in Canada, subject to applicable federal, provincial, and local requirements. When requested, Momentum will evaluate Canadian engagements to confirm compliance considerations, delivery feasibility, and any required adjustments prior to engagement initiation.	*
20	Disclose all current and completed bankruptcy proceedings for Proposer and any included possible Responsible Party within the past seven years. Proposer must provide notice in writing to Sourcewell if it enters a bankruptcy proceeding at any time during the pendency of this RFP evaluation.	Momentum confirms that neither the company nor any Responsible Party has been involved in any current, pending, or completed bankruptcy proceedings within the past seven (7) years. If this status changes at any time during the evaluation of this solicitation, Momentum will provide prompt written notice to Sourcewell in accordance with the RFP requirements.	*
21	How is your organization best described: is it a manufacturer, a distributor/dealer/reseller, or a service provider? Answer the question that best applies to your organization, either a) or b). a) If your company is best described as a distributor/dealer/reseller (or similar entity), provide your written authorization to act as a distributor/dealer/reseller for the manufacturer of the products proposed in this RFP. If applicable, is your dealer network independent or company owned? b) If your company is best described as a manufacturer or service provider, describe your relationship with your sales and service force and with your dealer network in delivering the products and services proposed in this RFP. Are these individuals your employees, or the employees of a third party?	Momentum is best described as a service provider. The company does not manufacture products and does not operate as a distributor, dealer, or reseller. Momentum delivers IT Staff Augmentation and IT Managed Workforce Solutions directly to public-sector and education clients through a combination of Momentum employees and approved subcontracted partners, depending on the engagement structure and client requirements. Momentum's sales, account management, and program oversight functions are performed by Momentum employees, who are responsible for client discovery, engagement setup, governance, relationship management, and ongoing performance oversight. Service delivery is supported through: • Momentum-employed workforce professionals, and • Approved subcontracted partners participating in Momentum's Managed Workforce and partner programs, where applicable. Subcontracted resources remain employees of their respective firms, while Momentum provides centralized coordination, onboarding, governance, quality oversight, and accountability for all services delivered under the Sourcewell contract. Momentum does not utilize a traditional dealer or reseller network. All services proposed under this RFP are sold, managed, and governed directly by Momentum.	*
22	If applicable, provide a detailed explanation outlining the licenses and certifications that are both required to be held, and actually held, by your organization (including third parties and subcontractors that you use) in pursuit of the business contemplated by this RFP.	Although specific licenses or certifications are not required for the services contemplated by this RFP, Momentum maintains various business registrations and organizational credentials necessary to perform IT Staff Augmentation and IT Managed Workforce Solutions, and requires equivalent compliance from all subcontractors and partner vendors. Momentum holds a formal CMMI appraisal and maintains an ISO 9001–certified quality management system, demonstrating mature, process-driven delivery and a commitment to consistency, quality, and continuous improvement. Supporting documentation is provided in the attachment titled RFP 010826_Momentum_Table 2A – CMMI-ISO Appraisal Evidence within the RFP 010826_Momentum_Certifications folder. Momentum is also a Women's Business Enterprise (WBE) certified by the Women's Business Enterprise National Council (WBENC), confirming majority woman ownership, control, and operation and supporting supplier-diversity objectives across federal, state, and local jurisdictions. Additionally, Momentum is a PMI Authorized Training Partner and an IIBA Endorsed Education Provider, demonstrating the company's ability to deliver industry-recognized project management and business analysis education aligned with professional standards. Supporting documentation is provided in the attachment titled RFP 010826_Momentum_Table 2A – IIBA EEP Certification within the RFP 010826_Momentum_Certifications folder.	*

23	Disclose all current and past debarments or suspensions for Proposer and any included possible Responsible Party within the past seven years. Proposer must provide notice in writing to Sourcewell if it enters a debarment or suspension status any time during the pendency of this RFP evaluation.	Momentum confirms that neither the company nor any Responsible Party has been subject to any debarment or suspension within the past seven (7) years. Momentum also acknowledges Sourcewell's requirement and will provide immediate written notice if any debarment or suspension occurs during the evaluation of this RFP.	*
24	Describe any relevant industry awards or recognition that your company has received in the past five years.	Momentum has been recognized as a Best Places to Work in Pennsylvania in the Small Employer category multiple times within the past five years, including #15 in 2025, #27 in 2022, and #6 in 2021. These awards reflect Momentum's strong workplace culture, employee engagement, and commitment to supporting a high-performing consulting and workforce delivery organization.	*
25	What percentage of your sales are to the governmental sector in the past three years?	Momentum's sales to the governmental sector averaged 100% over the past three (3) years.	*
26	What percentage of your sales are to the education sector in the past three years?	Momentum's sales to the education sector averaged approximately 1% over the past three (3) years.	*
27	List all state, cooperative purchasing agreements that you hold. What is the annual sales volume for each of these agreement over the past three years?	Momentum does not currently hold any prime statewide or cooperative purchasing agreements. However, Momentum participates in cooperative contracting as an approved subcontractor under the NASPO ValuePoint Public Assistance Reporting Information System (PASS) cooperative contract. At this time, Momentum has not generated any sales volume under the NASPO PASS agreement, as contract documentation and onboarding requirements are still being finalized. Accordingly, annual sales volume for this agreement over the past three years is $0.00.	*
28	List any GSA contracts or Standing Offers and Supply Arrangements (SOSA) that you hold. What is the annual sales volume for each of these contracts over the past three years?	Momentum does not currently hold a GSA or SOSA contract.	*

Table 2B: References/Testimonials

Line Item 29. Supply reference information from three customers who are eligible to be Sourcewell participating entities.

Entity Name *	Contact Name *	Phone Number *	
Maryland Department of Information Technology (DoIT)	Joe Varacalle	(443) 579-5638	*
Pennsylvania Turnpike Commission (PTC)	Kathryn Hartzell	(717) 831-7519	*
Maryland Departmet of Human Services (DHS)	Julie Nnadozie	(410) 238-3566	*

Table 3: Ability to Sell and Deliver Solutions (150 Points)

Describe your company's capability to meet the needs of Sourcewell participating entities across the US and Canada, as applicable. Your response should address in detail at least the following areas: locations of your network of sales and service providers, the number of workers (full-time equivalents) involved in each sector, whether these workers are your direct employees (or employees of a third party), and any overlap between the sales and service functions.

Line Item	Question	Response *	

30	Sales force (see instructions above).	Momentum, Inc. (Momentum) supports Sourcewell Participating Entities through a centralized, nationwide sales and engagement model designed to enable adoption and effective use of the cooperative contract across the United States. Momentum's sales force operates nationally and is not constrained by regional offices, allowing consistent coverage for state, local, education, tribal, and eligible nonprofit Participating Entities regardless of location. Momentum assigns a dedicated Sourcewell lead who serves as the primary point of coordination and expertise for Participating Entities, vendors, and partners. This role is supported by a matrixed sales and engagement team of approximately five to seven full-time Momentum employees, including executive leadership, business development, and contract enablement personnel. All sales and engagement personnel are direct employees of Momentum. This team is responsible for: • Outreach to Participating Entities • Education on how and when to use the Sourcewell contract • Coordination with approved vendors and partners • Support through engagement initiation This structure provides Participating Entities with a single, knowledgeable point of contact, while maintaining access to broader Momentum expertise as needed. Sales and service functions are distinct but intentionally aligned. Sales personnel remain engaged through the early stages of each engagement to ensure continuity and proper handoff, while service and delivery teams assume primary responsibility after engagement initiation. This overlap ensures clear accountability, smooth transitions, and a consistent experience for Participating Entities. For IT Managed Workforce Solutions (MWS), Momentum also enables approved vendors and Momentum Accelerator Program (MAP) partners to offer their services through the Sourcewell contract under Momentum's governance and oversight. These vendors remain responsible for staffing and delivery, while Momentum serves as the prime contract holder and provides sales enablement, compliance management, and coordination for Participating Entities. Momentum's sales support under this agreement is currently focused on U.S.-based Participating Entities. Support for Canadian Participating Entities may be provided subject to applicable federal, provincial, and local requirements.	*
31	Describe the network of Authorized Sellers who will deliver Solutions, including dealers, distributors, resellers, and other distribution methods.	Momentum will serve as the awarded Sourcewell master agreement holder and will enable a governed network of Authorized Sellers to market, sell, and deliver solutions to Participating Entities through the cooperative contract. Authorized Sellers include Momentum and its approved vendor and subcontracted partner network operating under the Momentum Accelerator Program (MAP). MAP subcontracted partners are independent firms that are formally onboarded, vetted, and approved by Momentum to sell and deliver IT services through the Sourcewell contract. Resources provided by MAP partners remain employees of the subcontracted organization, with all contractual, compliance, and governance requirements flowed down and overseen by Momentum. Please refer to the file titled RFP010826_Momentum_Sample Completed Vendor Evaluation Forms uploaded to the Additional Documents section in this response to view samples of completed vendor evaluation forms as part of Momentum's MAP onboarding and evaluation process. For IT Managed Workforce Solutions (MWS), Momentum enables vendors and MAP subcontracted partners that wish to sell IT services to public-sector agencies using the Sourcewell cooperative contract. These vendors retain responsibility for staffing and delivery, while Momentum provides centralized contract management, enablement, governance, and oversight. For IT Staff Augmentation Solutions, Momentum delivers services directly and through its governed talent ecosystem, including internal recruiting, Direct Placement Partner vendors for candidate sourcing, and MAP subcontracted partners for delivery capacity. Momentum does not utilize traditional dealers, distributors, or product resellers. Distribution is enabled through the cooperative contract model, with Participating Entities engaging Momentum under the Sourcewell master agreement and Momentum facilitating access to qualified Authorized Sellers. Momentum's Authorized Seller network currently includes more than 75 approved vendors and MAP subcontracted partners, with geographic reach across the United States and the ability to expand the network through Momentum's standardized onboarding and approval process as demand grows. We use proven program and quality management practices that align with ISO 9001:2015 standards to ensure that the vendors and partners within our network are adequately vetted, onboarded, and regularly evaluated to maintain the integrity of our network and quality of our delivery to Participating Entities.	*

32	Service force (see instructions above).	Momentum provides post-sale service and support through a centralized service model designed to make use of the Sourcewell contract easy, supported, and low-friction for Participating Entities and Authorized Sellers. Following sale and award, Momentum assigns a single dedicated Momentum point of contact as the primary service and support lead for each Participating Entity and engagement. This individual is a direct employee of Momentum and is responsible for onboarding coordination, guidance on Sourcewell processes, ongoing support, and issue resolution throughout the engagement lifecycle. This dedicated service lead is supported by Momentum's matrixed Managed Workforce Services (MWS) Team consisting of approximately 15-20 full-time equivalent Momentum employees across workforce operations, onboarding and compliance, contract enablement, governance, and oversight. This approach provides Participating Entities with a consistent point of contact while retaining access to the full depth of Momentum's MWS service and program expertise without unnecessary handoffs. For IT Managed Workforce Solutions, Momentum's service force also supports approved vendors and Momentum Accelerator Program (MAP) subcontracted partners by providing enablement, governance oversight, and coordination. Vendors and MAP subcontracted partners retain responsibility for delivery and management of their resources, while Momentum provides centralized support, visibility, and issue triage. Sales and service functions are distinct but intentionally aligned to ensure continuity from sale through delivery. Momentum's service force supports Participating Entities nationwide across the United States. Support for Canadian Participating Entities may be provided subject to applicable laws, regulations, and client requirements.	*
33	Describe the ordering process. If orders will be handled by distributors, dealers or others, explain the respective roles of the Proposer and others.	Participating Entities place orders by issuing a purchase order directly to Momentum under the Sourcewell master agreement. Momentum serves as the primary contract holder and coordinates order intake, engagement initiation, and compliance with Sourcewell requirements. For IT Staff Augmentation Solutions, Momentum works directly with the Participating Entity after receipt of the purchase order to confirm requirements, align resources, and initiate onboarding and delivery. Momentum manages all contractual, compliance, and engagement coordination. For IT Managed Workforce Solutions (MWS), Momentum coordinates the ordering process between the Participating Entity and approved vendors and Momentum Accelerator Program (MAP) subcontracted partners. Following receipt of the purchase order, Momentum confirms participating vendors or suppliers, establishes governance and oversight expectations, and supports engagement initiation. Vendors and MAP subcontracted partners retain responsibility for staffing and delivery of their services. Orders are not handled by distributors or dealers. Momentum provides centralized coordination and support throughout the ordering and onboarding process, while Participating Entities retain full authority over vendor selection and procurement decisions.	*

34	Describe in detail the process and procedure of your customer service and issue resolution program, if applicable. Include your response-time capabilities and commitments, as well as any incentives that help your providers meet your stated service goals or promises.	Momentum's customer service and issue resolution program is designed to ensure Participating Entities and Authorized Sellers receive clear, responsive, and practical support throughout the lifecycle of an engagement under the Sourcewell master agreement. Following award, Momentum assigns a single, dedicated Momentum point of contact to serve as the primary customer service lead for the Participating Entity and participating vendors. This individual is responsible for onboarding coordination, guidance on Sourcewell processes, issue intake, coordination, and follow-through, providing a consistent and accountable support experience. Onboarding and Enablement Support – As part of customer onboarding, Momentum provides a concise, plain-language How to Use Sourcewell guide, typically one to two pages in length. This guide is designed to remove friction and clearly explain when and how to use the cooperative contract. It includes: • When the IT Managed Workforce or IT Staff Augmentation model is appropriate • How Participating Entities engage vendors and Momentum Accelerator Program (MAP) subcontracted partners through Sourcewell • What steps are required and what is not required • Where Momentum provides support, coordination, and oversight This onboarding guidance is reinforced through hands-on support from the assigned Momentum point of contact to ensure confidence and ease of use from the start. Issue Intake and Resolution Process – All service questions, issues, or requests are routed through the assigned Momentum customer service lead. Issues are documented, triaged, and addressed using a right-sized approach focused on timely resolution without introducing unnecessary process. When additional expertise is required, the customer service lead engages matrixed Momentum resources, including contract enablement, governance, compliance, and oversight personnel. For IT Managed Workforce Solutions (MWS), approved vendors or MAP subcontracted partners may also be engaged for delivery-related resolution. Response Time Capabilities and Commitments – Momentum is committed to timely and responsive customer support. Inquiries and issues are acknowledged promptly and prioritized based on urgency, risk, and potential impact to delivery or compliance. Items that may affect engagement continuity or service quality are escalated and actively managed, with ongoing communication maintained until resolution. Proactive Support and Continuous Improvement – Momentum emphasizes proactive customer service through structured check-ins with Participating Entities, vendors, and resources to surface concerns early, validate expectations, and address risks before they escalate. Issues, findings, and follow-up actions are tracked through Momentum's engagement governance processes to ensure accountability through closure. Accountability and Performance Management – Momentum drives service quality through governance, oversight, and performance management rather than contractual penalties or financial incentives. Authorized Sellers and MAP subcontracted partners are evaluated based on responsiveness, issue resolution effectiveness, adherence to engagement standards, and overall delivery quality. Performance trends are used to guide corrective actions, coaching, continuous improvement, and decisions regarding continued participation in the Authorized Seller network. Momentum's customer service and issue resolution model ensures Participating Entities experience consistent support, clear accountability, and confidence in using the Sourcewell contract.	*
35	Describe your ability and willingness to provide your products and services to Sourcewell participating entities in the United States.	Momentum is fully able and willing to provide IT Staff Augmentation and IT Managed Workforce Solutions to Sourcewell Participating Entities across the United States. Momentum's operating model is designed to support public-sector customers nationwide, including state and local governments, education entities, tribal governments, and eligible nonprofit organizations. Services are delivered through a centralized, nationally supported model that is not limited by regional offices and is scalable to meet varying Participating Entity needs and engagement sizes. Momentum provides nationwide support through its internal team and governed network of approved vendors and Momentum Accelerator Program (MAP) subcontracted partners. This model enables consistent coverage, flexibility, and access to qualified resources across all U.S. states and territories while maintaining centralized governance, oversight, and contract coordination. Momentum is committed to supporting Participating Entities throughout the United States for the full term of the Sourcewell master agreement and any approved extensions, in accordance with Sourcewell's standard terms and conditions.	*

36	Describe your ability and willingness to provide your products and services to Sourcewell participating entities in Canada.	Momentum is willing to support Sourcewell Participating Entities located in Canada, subject to applicable Canadian federal, provincial, and local laws, regulations, and client-specific requirements. Momentum's solutions are designed to be flexible and adaptable to different regulatory and procurement environments. Where requested, Momentum will evaluate Canadian engagements to confirm compliance considerations, delivery feasibility, and any required adjustments to contracting, staffing, or governance prior to engagement initiation. Momentum's cooperative-contract operating model allows Participating Entities to determine whether and how to engage vendors and services under the Sourcewell agreement. Momentum will work collaboratively with Sourcewell and Canadian Participating Entities to support compliant use of the contract where appropriate.	*
37	Identify any geographic areas of the United States or Canada that you will NOT be fully serving through the proposed agreement.	Momentum will serve all geographic areas of the United States and Canada if awarded a Sourcewell master agreement.	*
38	Identify any account type of Participating Entity which will not have full access to your Solutions if awarded an agreement, and the reasoning for this.	Momentum does not restrict access to its IT Staff Augmentation or IT Managed Workforce Solutions based on Participating Entity account type if awarded a Sourcewell master agreement. Momentum's solutions are designed to support the full range of eligible Sourcewell Participating Entities, including state and local government agencies, municipalities, education entities, tribal governments, and eligible nonprofit organizations. Access to specific services may vary based on individual Participating Entity requirements, applicable laws or regulations, funding constraints, or engagement-specific considerations; however, no Participating Entity type is categorically excluded from access. Each engagement is evaluated collaboratively to ensure alignment with procurement requirements, compliance obligations, and delivery feasibility while maintaining equitable access to the solutions offered under the Sourcewell agreement.	*
39	Define any specific requirements or restrictions that would apply to our participating entities in Hawaii and Alaska and in US Territories.	Momentum does not impose unique contractual restrictions on Sourcewell Participating Entities located in Hawaii, Alaska, or U.S. Territories. Momentum's IT Staff Augmentation and IT Managed Workforce Solutions are available to eligible Participating Entities in these locations. Delivery approaches may be adapted based on geographic location, time zone considerations, local labor availability, and applicable laws or regulations. Engagements may utilize remote delivery models, local or regional resources, or approved vendors and Momentum Accelerator Program (MAP) subcontracted partners to ensure effective service delivery. Any location-specific considerations, such as travel requirements, on-site support needs, or local compliance obligations, are addressed collaboratively during engagement planning to ensure transparency, feasibility, and alignment with Participating Entity needs. No Participating Entity is excluded from access based solely on location.	*
40	Will Proposer extend terms of any awarded master agreement to nonprofit entities?	No - Eligibility to participate under a Sourcewell master agreement, including eligibility of nonprofit entities, is determined solely by Sourcewell. Momentum does not independently extend master agreement terms to entities that are not designated as eligible Participating Entities by Sourcewell. Momentum will support any nonprofit entity that Sourcewell has determined to be eligible to participate under the cooperative agreement, in accordance with Sourcewell's standard terms and conditions.	*

Table 4: Marketing Plan (75 Points)

Line Item	Question	Response *	

41	Describe your marketing strategy for promoting this opportunity. Upload representative samples of your marketing materials (if applicable) in the document upload section of your response.	Momentum, Inc.'s (Momentum's) marketing strategy for promoting a Sourcewell awarded agreement is grounded in education, relationship-based outreach, and responsible contract activation. Our approach prioritizes helping eligible Participating Entities understand how and when to use the Sourcewell cooperative purchasing vehicle to meet IT workforce needs efficiently and compliantly. Marketing activities focus on three primary objectives: 1) increasing awareness of the agreement among eligible entities; 2) educating decision makers on appropriate use cases for managed workforce and IT staff augmentation solutions; and, 3) supporting adoption through clear, accessible guidance. Momentum leverages its established relationships across state and local government, education, and public sector organizations to engage customers in informed discussions rather than transactional sales efforts. Marketing reach is intentionally extended through Momentum’s network of approved vendors and Momentum Accelerator Program (MAP) partners, who actively introduce and promote the Sourcewell cooperative contract as part of their own client conversations and solution discussions. This partner-led approach enables broad, practical awareness of the agreement through trusted relationships already embedded in the public sector. A core component of this strategy is Momentum’s extensive partner network. Momentum’s marketing activities focus on promoting awareness of the cooperative purchasing pathway and appropriate engagement models, not the marketing of individual vendors or vendor-specific services. By working collaboratively with trusted partners of varying size and specialization, Momentum is able to extend reach, align capabilities to customer needs, and promote the Sourcewell agreement as a flexible and scalable option for workforce support. Momentum reinforces this marketing approach with simple, plain-language enablement materials, including a concise one- to two-page “How to Use Sourcewell” guide that helps Participating Entities and partners understand engagement steps, requirements, and available support. Marketing efforts emphasize Momentum’s role as a coordinator and steward, ensuring Participating Entities are connected to the right delivery model and partner for each engagement. Marketing Material Examples: Please refer to the uploaded file attachment titled RFP 0101826_Momentum_Table 4 - Corporate Profile within the RFP 0101826_Momentum_Marketing Plan Samples folder to view a key piece of collateral that Momentum uses to sell to our customers. We will add information about Sourcewell to this collateral upon award. Please refer to the uploaded file attachment titled RFP 0101826_Momentum_Table 4 - Tradeshow Banner within the RFP 0101826_Momentum_Marketing Plan Samples folder to view a digital copy of Momentum's standard tradeshow banner. We plan information about Sourcewell to this product for promoting the cooperative purchasing agreement to our customers when attending tradeshows and conferences. Please refer to the uploaded file attachment titled RFP 0101826_Momentum_Table 4 - Marketing Collateral for NASPO PASS.pdf within the RFP 0101826_Momentum_Marketing Plan Samples folder to view an example piece of marketing collateral we created to promote the Procurement Acquisition Support Services (PASS) master agreement under the National Association of State Procurement Officials (NASPO) ValuePoint™ Cooperative Purchasing contract. Our Account Managers use this collateral for one-to-one distribution to customers within their account portfolio to both market Momentum and the use of the NASPO PASS contract. The second page of the collateral focuses specifically on educating our customers on the scope and benefits of using the cooperative agreement. Upon execution of a Sourcewell agreement, we would create marketing collateral similar to this example for our Account Managers to market the Sourcewell cooperative purchasing vehicle to our existing and new customers to promote increased use by existing Participating Entities and onboard new Participating Entities into the Sourcewell ecosystem.	*

42	Describe your use of technology and digital data (e.g., social media, metadata usage) to enhance marketing effectiveness.	Momentum uses a combination of digital tools and internal systems to support marketing effectiveness, track engagement, and maintain consistency across outreach efforts. Salesforce is used as the primary internal system for managing customer relationships, tracking interactions, and monitoring engagement related to workforce solutions and cooperative purchasing opportunities. Digital channels such as website content, targeted email communications, and professional networking platforms are used to distribute educational information and raise awareness of available solutions. Momentum leverages engagement data from these channels to refine messaging, identify areas of interest, and focus outreach on eligible participating entities most likely to benefit from the Sourcewell agreement. Momentum's digital tools also support a partner-led marketing model by enabling visibility, consistency, and governance across its Authorized Seller and Momentum Accelerator Program (MAP) partner network. While vendors and partners conduct their own marketing through their respective channels, Momentum's systems provide a shared framework for guidance, coordination, and tracking of cooperative-related engagement without centralizing or automating partner outreach. Momentum recognizes the evolving role of digital data and technology in public sector marketing and continues to enhance its capabilities over time. Our approach emphasizes responsible data use, transparency, and alignment with customer expectations rather than automated or high-volume marketing activity. Momentum's use of technology emphasizes responsible data practices, transparency, and alignment with public-sector expectations. Digital tools are used to support awareness, education, and traceability of outreach activities in alignment with cooperative purchasing best practices, rather than high-volume or automated marketing campaigns.	*
43	In your view, what is Sourcewell's role in promoting agreements arising out of this RFP? How will you integrate a Sourcewell-awarded agreement into your sales process?	Momentum views Sourcewell as a trusted convener and enabler of cooperative purchasing. Sourcewell's role in promoting agreements arising from this RFP is foundational, providing Participating Entities with visibility, credibility, and confidence that awarded agreements have been competitively solicited, evaluated, and awarded in compliance with applicable requirements. Sourcewell's centralized platform and communications provide awareness and validation of available agreements, serving as a trusted entry point for eligible entities exploring cooperative procurement options. Momentum views Sourcewell's promotional role as complementary to supplier- and partner-led outreach. While Sourcewell provides centralized access and validation, Momentum and its Authorized Seller network are responsible for educating Participating Entities on appropriate use cases and helping them understand how and when the cooperative agreement may be applied. This shared responsibility ensures Participating Entities receive both awareness of the agreement and practical guidance for its effective and compliant use. A Sourcewell-awarded agreement will be integrated into Momentum's sales process as an approved cooperative purchasing option for eligible Participating Entities. Momentum's dedicated Sourcewell lead, supported by a matrixed sales and engagement team, ensures that internal teams and partners understand Sourcewell eligibility, appropriate use cases, and contract requirements. The agreement is introduced early and responsibly in customer conversations when procurement needs, timelines, and scope align. During engagement with prospective customers, Momentum evaluates whether the Sourcewell agreement is an appropriate procurement vehicle based on the Participating Entity's requirements. When applicable, Momentum guides customers through the process of using the agreement, including Participating Addendum requirements and proper contract citation. This approach ensures the Sourcewell agreement is used correctly, consistently, and in alignment with cooperative purchasing best practices while supporting efficient procurement outcomes.	*

44	Are your Solutions available through an e-Procurement or e-Commerce ordering process? If so, describe your system(s) and provide one (1) example of how governmental and educational customers have used them.	Momentum's Solutions are not currently offered through a public e-Procurement or e-Commerce marketplace where governmental or educational customers place orders through a catalog or shopping-cart style system. IT Staff Augmentation and IT Managed Workforce Solutions are non-commoditized services that require consultative intake, scope alignment, and governance prior to ordering. Momentum instead supports a structured, process-driven ordering approach aligned with Sourcewell cooperative purchasing requirements. Momentum uses internal systems, including Salesforce, to manage intake of requests, document requirements, coordinate partners, and track engagement activity through the ordering and contracting process. These systems are used internally by Momentum to support transparency, traceability, and compliance and are not customer-facing e-commerce platforms. The following example is provided to illustrate this approach: Example: A governmental or educational Participating Entity contacts Momentum to explore an IT workforce need. Momentum works with the entity to define scope, determine whether IT Staff Augmentation or IT Managed Workforce Solutions are appropriate, and identify qualified vendors or resources. When aligned, the Participating Entity issues a purchase order under the Sourcewell master agreement and executes any required Participating Addendum. Momentum uses its internal systems to document the engagement, coordinate onboarding, and support delivery oversight. Our approach reflects the consultative nature of workforce and managed service engagements while ensuring proper use of the Sourcewell agreement, documentation of procurement actions, and alignment with agency-specific governance. Momentum continues to evaluate opportunities to enhance digital enablement and process efficiency over time in alignment with customer needs and cooperative purchasing best practices.	*

Table 5A: Value-Added Attributes (75 Points, applies to Table 5A and 5B)

Line Item	Question	Response *	
45	Describe any product, equipment, maintenance, or operator training programs that you offer to Sourcewell participating entities. Include details, such as whether training is standard or optional, who provides training, and any costs that apply.	Momentum, Inc.'s (Momentum's) IT Staff Augmentation and IT Managed Workforce solutions include training, knowledge transfer, and user support products and services to enable successful use by Participating Entities, vendors, resources, and other users. We apply adult learning principles in the design of training products, include multiple learning products to meet various learning styles, and incorporate both synchronous and asynchronous options to ensure that our users can learn and troubleshoot when they actually use the solution. All of our standard training, knowledge transfer, and user support products and services are provided at no cost to Participating Entities. Custom or extended training may be provided by mutual agreement. Our standard training, knowledge transfer, and user support products and services include: • Regularly Scheduled Live Webinar Training – Our Managed Workforce Solutions (MWS) Team schedules and delivers live webinars on a regular and recurring basis to explain how to use the Sourcewell contract through Momentum, how staffing and Managed Workforce workflows operate, and how agencies and vendors engage through the governed ecosystem. Sessions cover intake, vendor participation, approvals, time tracking, and oversight and are recorded for later access. • On-Demand Web Training Videos – Our MWS Team publishes short, self-paced, role-specific videos that show users how to request resources, onboard vendors and resources, submit and approve time, participate in the Managed Workforce model, and execute other processes within the MWS solution. • Multi-Channel User Support Desk – Our MWS Team is available to support users and resolve issues via Phone, Email, and Chat on business days between 8:00 AM and 5:00 PM Eastern Time. The MWS Team will respond to users within four hours of receipt of a support ticket. • Structured Onboarding Process – In addition to our vendors and individual resources, our MWS Team will facilitate a structured onboarding process tailored to Participating Entities. Our process includes process orientation, verification and validation of user access, and detailed reviews of Momentum's governance and oversight model. • Access to Process and Technology Documentation and User Guides – Our MWS Team creates and publishes up-to-date documentation and plain-language guides for on-demand review by users. These materials are designed to be simple, practical, and role-specific. Our MWS Team actively maintains a knowledgebase and document library to ensure that these materials are easily accessible for our users.	*	

46	Describe any technological advances that your proposed Solutions offer.	Momentum's technological advances focus on governance, transparency, and ease of adoption rather than forcing agencies and vendors into rigid, one-size-fits-all platforms. Our solutions are built around a tool-agnostic, workflow-driven architecture that enables modern IT workforce programs to operate with clarity, auditability, and minimal friction. Highlights include: • Centralized Workforce Governance Layer – Momentum provides a centralized system of record that tracks vendors, Momentum Accelerator Program (MAP) partners, compliance status, staffing requests, engagements, approvals, time, and oversight activities. This creates real-time visibility into who is participating, what work is being performed, and whether all requirements are being met, without requiring agencies to adopt a full platform. • Multi-Vendor Ecosystem Enablement – Momentum's technology supports a governed multi-vendor environment where approved vendors and MAP partners can respond to agency needs while Momentum enforces consistent standards, compliance, and oversight. This enables agencies to access a broad, competitive talent ecosystem through Sourcewell without managing multiple disconnected suppliers. • Engagement-Level Oversight and Auditability – All engagements, check-ins, Quality Review Board (QRB) findings, milestones, and follow-up actions are tracked digitally. This provides continuous visibility into delivery health, early risk detection, and audit-ready documentation across the life of each engagement. • Incremental, Agile Delivery Model – Rather than deploying a single monolithic system, Momentum delivers functionality in stages using an agile, user-validated approach. This allows agencies and vendors to begin using core capabilities quickly, provide feedback, and see continuous improvement without disruptive system rollouts. • User-Centered Design – Momentum intentionally uses familiar interfaces – simple forms, dashboards, and approval workflows – so most users require minimal training. Participants only interact with the system at the level required for their role, reducing administrative burden and increasing adoption. • Momentum-Funded Access – Momentum funds and manages the licenses required for workforce oversight, time entry, and approvals. Agencies and vendors are not required to purchase or administer their own software to participate.	*
47	Describe any "green" initiatives that relate to your company or to your Solutions, and include a list of the certifying agency for each.	Momentum is committed to responsible environmental stewardship and recognizes that our nationwide operations and service delivery practices play a role in shaping our environmental impact. We strive to reduce our footprint by integrating sustainable, efficient, and environmentally conscious approaches into how we work, how we support our employees, and how we serve our clients. Momentum continually evaluates opportunities to strengthen our sustainability practices and align our operations with environmentally responsible behaviors that benefit our clients, our workforce, and the communities in which we operate. As an organization, Momentum is committed to: • Meeting or exceeding all applicable environmental regulations at the local, state, national, and international levels, and ensuring that our business practices reflect ethical and sustainable standards. • Incorporating environmental considerations into business planning, operations, and decision-making, including how we manage resources, structure our workforce, and engage with partners. • Minimizing our environmental impact through reduced travel, energy-efficient remote and hybrid work models, and the use of modern collaboration platforms that lessen the need for physical infrastructure. • Promoting environmental awareness among employees by encouraging responsible resource use, supporting recycling and community sustainability initiatives, and reinforcing environmentally friendly workplace practices. • Operating as a paper-light organization, conducting documentation, approvals, collaboration, and project workflows through digital platforms that significantly reduce paper consumption and physical storage requirements.	*
48	Identify any third-party issued eco-labels, ratings or certifications that your company has received for the Solutions included in your Proposal related to energy efficiency or conservation, life-cycle design (cradle-to-cradle), or other green/sustainability factors.	Momentum does not propose any equipment or products that require eco-labels or certifications.	*

49	What unique attributes does your company, your products, or your services offer to Sourcewell participating entities? What makes your proposed solutions unique in your industry as it applies to Sourcewell participating entities?	Momentum is unique as it is built to operate within a cooperative purchasing environment, not just deliver staffing. Our model is designed to support multi-agency, multi-vendor workforce programs under a single Sourcewell contract. Momentum's solutions are different than those of a typical staffing firm or managed service provider because the following elements are integrated into our solutions: • True Partnership – Momentum is not a rigid vendor. We take the time to understand each customer's environment, constraints, and priorities, and we adapt our approach as those needs evolve. We understand that public sector organizations operate under varying delivery models, funding structures, and risk tolerances. Momentum works alongside organizations as a true partner, adjusting staffing strategies, engagement models, and pacing to ensure the right outcomes are achieved. This flexibility, paired with strong governance and accountability, allows Momentum to deliver quality products and services while maintaining transparency and trust. Our goal is always to deliver real value to our public sector customers and leave engagements with the organization in a position to achieve better outcomes for the communities they serve. • Commitment to Quality – Momentum is committed to quality in all of its products and services, and the Sourcewell cooperative agreement is no different. Not only is this evident in our history of delivering successful IT and Management Consulting services to more than 100 customers for 25+ years, we also have the backing of third-party evaluation and certification against ISO 9001:2015 and ISACA CMMI SVC ML3 (see uploaded attachment titled RFP 010826_Momentum_Table 2A - CMMI-ISO Appraisal Evidence within the RFP 010826_Momentum_Certifications folder). This means that Participating Entities can expect a consistent, customer-focused, and quality experience with Momentum from onboarding through engagement. • Understanding of Public Sector IT – Our experience is built on supporting large, complex IT project portfolios primarily public sector organizations, including more than 60 different state government agencies, for more than 25 years. We understand the complexities of supporting federated IT organizations, large IT project portfolios, and the full gamut IT budgets, maturity levels, and use cases. This experience contributes to us knowing how to support Participating Entities to use the Sourcewell contract to quickly engage with the right resources to fulfill their varying IT needs. • Program First, Software Second – Momentum does not believe a single, monolithic platform is the right answer for an MWS program. Instead, we take a tool-agnostic, purpose-built approach, recognizing that different MWS functions may be best supported by different tools. All workflows, oversight activities, touchpoints, notes, and documentation are tracked within the selected MWS toolset to ensure consistency, transparency, and auditability. The tool is not the solution. The process and governance model are. As such, we propose a fully agile, user-centered delivery approach to implement our MWS solution incrementally. This approach is designed to reduce risk, accelerate adoption, and ensure continuous improvement to maximize the value to Participating Entities and, in turn, increase the use of the Sourcewell cooperative purchasing contract. • Quality Review Board (QRB) – The QRB is Momentum's internal quality assurance and early-warning mechanism designed to identify and address delivery risk before issues escalate or impact outcomes. The QRB conducts targeted, periodic spot checks of active deliverables across the program. These reviews are not intended to add burden or introduce additional approval layers; rather, they validate that delivery remains aligned with agreed-upon standards, expectations, and outcomes. Our proposed MWS incorporates the QRB to ensure quality delivery by our resources. Our policy requires that at least one deliverable or work product be reviewed by the QRB within 90 days of a resource starting with a Participating Entity. The goal is to focus on alignment, quality, compliance, and early risk identification to administer proactive support and/or corrective action. Momentum stands apart by offering a flexible, partnership-driven approach specifically designed for cooperative purchasing and multi-agency workforce programs. Unlike traditional staffing firms, Momentum combines deep public sector IT expertise, rigorous quality assurance, and a tool-agnostic, agile delivery model that prioritizes process and governance over software. This ensures Participating Entities receive tailored, transparent, and consistently high-quality solutions that adapt to their unique needs – making Momentum a superior choice over conventional providers.	*

Table 5B: Value-Added Attributes

Line Item	Question	Certification	Offered	Comment	
50	Select any Women or Minority Business Entity (WMBE), Small Business Entity (SBE), or veteran owned business certifications that your company or hub partners have obtained. Upload documentation and a listing of dealerships, HUB partners or re-sellers if available. Select all that apply.		(•) Yes ( ) No	Momentum, Inc. (Momentum) holds multiple diversity and small-business certifications relevant to the proposed Solutions. Momentum is certified as a Minority Business Enterprise (MBE) and Small Business Enterprise (SBE) through the Maryland Department of Transportation (MDOT), a Women Business Enterprise (WBE) through the City of Philadelphia Office of Economic Opportunity (OEO), a Small Disadvantaged Business (SDB) through the Pennsylvania Department of General Services, and a Women-Owned Small Business (WOSB) through the Women's Business Enterprise National Council (WBENC). Supporting certification documents are included in the RFP 010826_Momentum_Certifications folder.	*
51		Minority Business Enterprise (MBE)	(•) Yes ( ) No	Momentum is a certified Minority Business Enterprise (MBE) through the Maryland Department of Transportation (MDOT) MBE Program, as evidenced in the uploaded attachment titled RFP 010826_Momentum_Table 5B - MDOT MBE-SBE Certification within the RFP 010826_Momentum_Certifications folder.	*
52		Women Business Enterprise (WBE)	(•) Yes ( ) No	Momentum is a certified Women Business Enterprise (WBE) through the City of Philadelphia's Office of Economic Opportunity (OEO), as evidenced in the uploaded attachment titled RFP 010826_Momentum_Table 5B - Philadelphia OEO WBE Certification within the RFP 010826_Momentum_Certifications folder.	*
53		Disabled-Owned Business Enterprise (DOBE)	( ) Yes (•) No	N/A	*
54		Veteran-Owned Business Enterprise (VBE)	( ) Yes (•) No	N/A	*
55		Service-Disabled Veteran-Owned Business (SDVOB)	( ) Yes (•) No	N/A	*
56		Small Business Enterprise (SBE)	(•) Yes ( ) No	Momentum is a certified Small Business Enterprise (SBE) through the Maryland Department of Transportation (MDOT) Minority Business Enterprise (MBE) Program, as evidenced in the uploaded attachment titled RFP 010826_Momentum_Table 5B - MDOT MBE-SBE Certification within the RFP 010826_Momentum_Certifications folder.	*
57		Small Disadvantaged Business (SDB)	(•) Yes ( ) No	Momentum is a certified Small Disadvantaged Business (SDB) through the Pennsylvania Department of General Services SDB Program, as evidenced in the uploaded attachment titled RFP 010826_Momentum_Table 5B - PA DGS SDB Certification within the RFP 010826_Momentum_Certifications folder.	*
58		Women-Owned Small Business (WOSB)	(•) Yes ( ) No	Momentum is a certified Women-Owned Small Business (WOSB) through the Women's Business Enterprise National Council WOSB Program, as evidenced in the uploaded attachment titled RFP 010826_Momentum_Table 5B - WBENC WOSB Certification within the RFP 010826_Momentum_Certifications folder.	*

Table 6A: Pricing (400 Points, applies to Table 6A and 6B)

Provide detailed pricing information in the questions that follow below.

Line Item	Question	Response *	
59	Describe your payment terms and accepted payment methods.	Momentum, Inc.'s (Momentum's) standard payment terms are net thirty (30) days from receipt of a properly submitted and approved invoice. Momentum accepts payment by Automated Clearing House (ACH) transfer or check.	*

60	Describe any leasing or financing options available for use by educational or governmental entities.	Momentum does not offer leasing or financing options as part of its IT Staff Augmentation or IT Managed Workforce Solutions.	*
61	Describe any standard transaction documents that you propose to use in connection with an awarded agreement (order forms, terms and conditions, service level agreements, etc.). Upload all template agreements or transaction documents which may be proposed to Participating Entities.	At this time, Momentum does not propose to use separate transaction documents (such as order forms, additional terms and conditions, or standalone service level agreements) with Participating Entities. Any template agreements currently maintained by Momentum are vendor-facing documents only, including Non-Disclosure Agreements (NDAs), Teaming Agreements (TAs), and subcontracting agreements. These documents govern Momentum's relationships with vendors and partners and are not applicable to Participating Entities. All engagements with Participating Entities will be conducted under the terms, conditions, and ordering mechanisms established by the awarded master agreement and the applicable cooperative procurement framework. Accordingly, no additional Participating Entity transaction documents are proposed or attached.	*
62	Do you accept the P-card procurement and payment process? If so, is there any additional cost to Sourcewell participating entities for using this process?	Yes. Momentum accepts the P-card procurement and payment process. There is no additional cost to Sourcewell Participating Entities for using this process.	*
63	Describe your pricing model (e.g., line-item discounts or product-category discounts). Provide detailed pricing data (including standard or list pricing and the Sourcewell discounted price) on all of the items that you want Sourcewell to consider as part of your RFP response. If applicable, provide a SKU for each item in your proposal. Upload your pricing materials (if applicable) in the document upload section of your response.	Pricing Model and Submitted Pricing: Momentum's pricing model is based on transparent, all-inclusive line-item pricing for each labor category and service offering proposed under this agreement. Rates are provided as not-to-exceed hourly labor rates and include all costs associated with recruiting, employment, onboarding, management, oversight, and delivery of the proposed labor services. Momentum's labor categories and pricing are intentionally designed to be high-level, generic, and tool-agnostic. Labor categories are not tied to specific products, platforms, tools, or systems by design. This structure allows Participating Entities the flexibility to select, evolve, or change technologies without requiring contract modifications or artificial labor reclassification. The emphasis is placed on capabilities, delivery roles, and outcomes, rather than vendor-specific or tool-specific skill sets. While the labor categories are intentionally generic, Momentum offers a broad and flexible set of roles that can be combined, scaled, and tailored to support each Participating Entity's unique vision and maturity level. This approach enables Momentum to meet clients where they are today and where they want to go, providing multiple options to support traditional, hybrid, or Agile delivery environments as needs evolve over time. Pricing is intentionally simple, transparent, and straightforward. This simplicity is purposeful and supports ease of procurement, administration, and ongoing contract management for Participating Entities. Momentum does not apply percentage discounts or catalog-based pricing. The rates submitted represent the full Sourcewell contract rates for the labor categories proposed. Detailed pricing data for all labor categories is provided in the attached pricing materials titled RFP 010826_Momentum_Table 6 - Line Item Pricing and submitted in the document upload section of this response. SKUs are not applicable to professional labor services and are therefore not included. Rate Development and Defensibility: Momentum's billing rates are developed using a market-based, defensible methodology designed to balance competitiveness, sustainability, and delivery quality. Rate development incorporates: • Benchmarking against comparable public-sector labor categories and roles • Analysis of prevailing market rates for similar skill sets and experience levels • Compensation research using reputable data sources, including Robert Half and the GSA Pricing Intelligence Suite This approach ensures rates reflect current market conditions, support the recruitment and retention of high-quality talent, and remain fair, transparent, and defensible for public-sector clients.	*

64	Quantify the pricing discount represented by the pricing proposal in this response. For example, if the pricing in your response represents a percentage discount from MSRP or list, state the percentage or percentage range.	Not applicable. Momentum's pricing proposal is not based on a percentage discount from MSRP or list pricing. Pricing is established using fixed, transparent, line-item labor rates, as provided in the pricing materials titled RFP 010826_Momentum_Table 6 - Line Item Pricing and submitted in the document upload section of this response.	*
65	Describe any quantity or volume discounts or rebate programs that you offer.	Not applicable. Momentum does not offer formal quantity- or volume-based discount or rebate programs. Pricing is provided as not-to-exceed (NTE), all-inclusive line-item labor rates. Where appropriate and permitted under the awarded master agreement, Participating Entities may negotiate lower rates on a case-by-case basis based on engagement scope, duration, or delivery model. Any such negotiated rates will not exceed the Sourcewell contract rates.	*
66	Propose a method of facilitating "sourced" products or related services, which may be referred to as "open market" items or "non-contracted items". For example, you may supply such items "at cost" or "at cost plus a percentage," or you may supply a quote for each such request. Define the costs/fees associated with "sourcing/quoting" products and related services.	Open market or non-contracted items, if requested by a Sourcewell Participating Entity, will be quoted on a case-by-case basis. Pricing for such items will be provided in advance of any commitment and will reflect the actual cost of the product or service plus any applicable, disclosed fees, as agreed by the Participating Entity. Momentum does not apply open-market charges unless specifically requested and approved by the Participating Entity.	*
67	Identify any element of the total cost of acquisition that is NOT included in the pricing submitted with your response. This includes all additional charges associated with a purchase that are not directly identified as freight or shipping charges. For example, list costs for items like background checks, pre-delivery inspection, installation, set up, mandatory training, or initial inspection. Identify any parties that impose such costs and their relationship to the Proposer.	Momentum's response is service-based and priced exclusively using the labor category rates submitted under the Sourcewell contract. These rates include all standard costs required to deliver IT Staff Augmentation and IT Managed Workforce services, including recruiting, background checks, onboarding, setup, required training, program management, governance, and administrative overhead. The only cost elements not included in the submitted pricing are travel-related expenses when a resource is required to perform work outside of their regular work location at the request of a Participating Entity. Any such travel must be pre-approved and will be billed in accordance with the Participating Entity's applicable travel policies and the terms of the Sourcewell contract. No third parties impose additional mandatory charges beyond the submitted labor category rates. Any optional or agency-requested expenses, including travel outside the regular work location, are outside the base pricing and are subject to prior approval.	*
68	If freight, delivery, or shipping is an additional cost to the Sourcewell participating entity, describe in detail the complete freight, shipping, and delivery program.	Not applicable. Momentum's proposed Solutions consist solely of professional IT Staff Augmentation and IT Managed Workforce services. No physical products are shipped or delivered, and therefore no freight, delivery, or shipping costs apply to Sourcewell Participating Entities under this agreement.	*
69	Specifically describe freight, shipping, and delivery terms or programs available for Alaska, Hawaii, Canada, or any offshore delivery.	Not applicable. Momentum's proposed Solutions consist solely of professional IT Staff Augmentation and IT Managed Workforce services. No physical products are shipped or delivered, and therefore no freight, delivery, or shipping costs apply to Sourcewell Participating Entities under this agreement.	*

70	Describe any unique distribution, delivery, and/or deployment methods or options offered in your proposal.	Momentum's delivery and deployment approach is designed to be flexible and responsive to the needs, constraints, and maturity of each Participating Entity. Services may be delivered on-site, remotely, or through a hybrid model, based on agency requirements, role type, security considerations, and project objectives. As detailed in Table 7A, Momentum's delivery method is intentionally structured to meet clients where they are. Engagements are initiated through a structured project start and onboarding process to ensure clarity of scope, expectations, roles, and delivery approach from the outset. This process supports rapid deployment while maintaining alignment, governance, and quality. Momentum's delivery model emphasizes agile and product-management-informed practices, where appropriate, with a strong focus on user-centric outcomes, iterative learning, and continuous improvement. Rather than imposing a one-size-fits-all methodology, Momentum tailors deployment and delivery practices to align with each Participating Entity's operating environment, risk tolerance, and organizational context. This flexible, client-centered approach enables Participating Entities to deploy IT workforce resources efficiently, scale up or down as needed, and achieve consistent outcomes regardless of whether services are delivered on-site, remotely, or through a hybrid arrangement.	*
71	Specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed agreement with Sourcewell. This process includes ensuring that Sourcewell participating entities obtain the proper pricing.	Self-Audit and Compliance Verification Process: Momentum employs a formal self-audit and compliance verification process to ensure adherence to the awarded Sourcewell master agreement, including confirmation that Participating Entities receive the proper contract pricing. Momentum currently conducts compliance reviews on an annual basis. Upon award of a Sourcewell master agreement, Momentum will update its compliance Standard Operating Procedure (SOP) to implement a bi-annual compliance review process. Under this SOP, Momentum will conduct two (2) formal compliance reviews per year to verify compliance with the Sourcewell agreement and to confirm that pricing, invoicing, and reporting are accurate and consistent with contract terms. Bi-Annual Compliance Checks: At a minimum, each bi-annual compliance review will include the following activities: • Invoice Sampling: Review a sample of five (5) invoices to validate that billed amounts align with the correct labor categories and approved Sourcewell contract pricing. • Sales Reporting Review: Conduct a bi-annual review of sales reports submitted to Sourcewell to confirm accuracy, completeness, and consistency with invoiced activity. • Active Engagement Review: Perform spot checks of six (6) active engagements to verify that required processes and controls outlined in Momentum's governance plan are being followed. • Work Authorization and E-Verify Review: For Momentum-employed resources, verify that E-Verify case confirmations are on file for all applicable employees assigned to Sourcewell engagements. For MAP supplier-provided resources, confirm that required E-Verify documentation or attestations have been provided and retained in accordance with Momentum's subcontractor compliance standards. Validate that documentation is appropriately retained with personally identifiable information (PII) handled and stored in accordance with applicable privacy and security requirements. • Background and Certification Review: Conduct Annual background checks per compliance requirements. Certification checks will also be run on an bi-annual basis to confirm certification status is active. Issue Resolution and Corrective Action: Any discrepancies identified during a compliance review will be documented and tracked as a Corrective Action Plan (CAP). Corrective actions will be addressed promptly in accordance with the SOP and monitored through resolution to ensure ongoing compliance, pricing accuracy, and continuous improvement.	*

72	If you are awarded an agreement, provide a few examples of internal metrics that will be tracked to measure whether you are having success with the agreement.	If awarded a Sourcewell agreement, Momentum will track a focused set of internal, outcome-based metrics to measure the adoption, performance, quality, and sustainability of the IT Managed Workforce Solutions (MWS) contract. These metrics are designed to provide visibility into how well the Sourcewell contract is being used and how effectively the workforce ecosystem is performing for Participating Entities. At a minimum, Momentum will track the following internal metrics: • Candidate Submissions per Staffing Need - Measures the depth, responsiveness, and competitiveness of the vendor and MAP supplier ecosystem in meeting Participating Entity requirements. • Active Billable Full-Time Equivalents (FTEs) – Tracks overall program utilization and scale by measuring the number of active resources engaged under the MWS contract over time. • Vendors Added to the MWS Ecosystem (Quarterly) – Measures growth, diversity, and capacity of the vendor and MAP supplier network to support evolving workforce needs. • Vendor and MAP Partner Sourcewell Enablement Activities – Tracks outreach, education, and enablement efforts conducted by Momentum's MWS Team to support vendor participation and proper use of the Sourcewell contract. • Quality Review Board (QRB) Reviews (Quarterly) – Measures the level of active quality oversight by tracking deliverables reviewed through Momentum's QRB process. • QRB-Identified Concerns – Tracks deliverables flagged for quality, alignment, or delivery risk, providing early visibility into issues requiring attention. • Open Risks and Improvement Opportunities (%) – Measures the percentage of identified risks or improvement items that remain open at a given time, reflecting governance effectiveness and issue resolution. • Corrective Action Plans (CAPs) – Tracks the number and status of CAPs resulting from scheduled compliance reviews to ensure accountability and timely remediation. • Opportunities Identified Through Structured Touchpoints – Tracks potential follow-on work or expansion opportunities identified through structured check-ins with Participating Entities and vendors. Momentum will maintain a program performance dashboard that displays these metrics and provides Sourcewell with visibility into program health, trends, and governance effectiveness. These metrics will be reviewed regularly by Momentum's MWS Team and program leadership to support continuous improvement and sustained value for Sourcewell and Participating Entities.	*
73	Provide a proposed Administration Fee payable to Sourcewell. The Fee is in consideration for the support and services provided by Sourcewell. The proposed Administrative Fee will be payable to Sourcewell on all completed transactions to Participating Entities utilizing this Agreement. The Administrative Fee will be calculated as a stated percentage, or flat fee as may be applicable, of all completed transactions utilizing this Master Agreement within the preceding Reporting Period defined in the agreement.	Momentum's proposed Administration Fee payable to Sourcewell is 1.5%.	*

Table 6B: Pricing Offered

Line Item	The Pricing Offered in this Proposal is: *	Comments	
74	The pricing offered is as good as or better than pricing typically offered through existing cooperative contracts, state contracts, or agencies.	Momentum, Inc.'s (Momentum's) pricing submitted in the bid documents section of this response titled RFP 010826_Momentum_Table 6 - Line Item Pricing reflects competitive, market-based labor rates that are equal to or better than those typically available through state and cooperative contracts. Pricing is based on high-level, tool-agnostic labor categories that allow Participating Entities to change or modernize technologies without triggering labor reclassification or contract modifications. Where specialized or system-specific expertise is required, those roles are clearly defined and priced separately, including designated Specialized Systems and approved exception rates, ensuring transparency and alignment to Participating Entity needs. Rates are also capped at a 3% annual increase, providing predictable and stable pricing over the life of the contract. This structure delivers greater flexibility and lower administrative burden while maintaining competitive pricing for Sourcewell Participating Entities.	*

Table 7A: Depth and Breadth of Offered Solutions (250 Points, applies to Table 7A - 7C)

Line Item	Question	Response *
75	Provide a detailed description of all the Solutions offered in the proposal.	Momentum Inc. (Momentum) is proposing solutions for both IT Staff Augmentation and It Managed Workforce. Narrative descriptions of each solution is provided below. IT STAFF AUGMENTATION APPROACH: Momentum's IT Staff Augmentation strategy and approach is focused on building a large, high-quality national talent pool while maintaining consistent and rigorous standards across all resources, regardless of sourcing channel. We intentionally diversify sourcing channels to maximize reach, speed, and resilience, while applying a single, uniform vetting process to every candidate. Our goal is to establish a talent pool that maximizes available talent without compromising quality standards. This is achieved by: 1. Using a multi-channel approach to building and maintaining our talent pool: Momentum sources talent through three primary channels: 1) In-house Recruiting team; 2) Direct Placement Partner (DPP) vendor network; and, 3) Momentum Accelerator Program (MAP) for subcontracted partners. 2. Performing consistent, rigorous vetting for all candidates, regardless of source: Every resource is subject to the same standardized evaluation process that includes screening interviews, three professional reference checks, background check authorization and sign-off process that is conducted post-conditional offer in accordance

with applicable laws, verification of identity and required certifications, and evaluation of work product samples or skills assessment as appropriate. These steps ensure that Participating Entities receive qualified, validated professionals.
3. Applying sound data management and transparency principles: All candidate, vendor, compliance, and engagement data is managed through Momentum's Salesforce-based Applicant Tracking System (ATS) and engagement systems, providing a consistent, auditable source of truth. Specific platforms may evolve over time; the emphasis remains on reliable, transparent data management.

Further details on each of our sourcing channels is provided below to demonstrate how our talent pool is actively managed and maintained, enabling us to quickly respond to the staffing needs of Participating Entities.

1. In-House Recruiting Team – Momentum's in-house recruiting team enables rapid response, long-term talent relationships, and strong quality control. Our recruiters proactively manage and maintain candidate pipelines within our Applicant Tracking System and continuously source candidates through various inputs and methods, including, but not limited to, searching job boards and resume repositories, engaging professional networks for referrals, planning and executing targeted outreach campaigns for hard-to-fill roles, maintaining ongoing relationships with known talent, and other best practice recruitment strategies.
2. Direct Placement Partner (DPP) Network – Momentum's DPP Network extends access to diverse candidate pipelines by leveraging vetted staffing and consulting firms to support candidate sourcing. DPPs do not employ or deliver resources to customers. All selected candidates are hired as Momentum employees and are subject to Momentum's full onboarding, employment, and governance standards. DPP vendors support Momentum by sourcing candidates and submitting them for formal evaluation. All candidates are vetted through Momentum's full, standardized process. DPP vendors are evaluated annually based on performance, compliance, and engagement quality. Our process for adding new DPPs to our network involves various vetting and onboarding activities to ensure that each DPP: 1) is qualified and capable of delivering quality candidates; 2) has all certification and assertions verified and validated, 3) understands and agrees to role, labor category, and rate expectations; and, 4) understands and agrees to Momentum's resource vetting, reporting, and engagement policies and standards. Please refer to the file titled RFP010826_Momentum_Sample Completed Vendor Evaluation Forms uploaded to the Additional Documents section in this response to view samples of completed vendor evaluation forms as part of Momentum's MAP onboarding and evalution process.
3. Momentum Accelerator Program (MAP) –MAP is designed for subcontracted partners that bring specialized capabilities, regional strength, or emerging talent pipelines to support full solution delivery. Under the MAP model:
- Resources remain employees of the subcontracted organization
- All contractual, compliance, and delivery requirements are formally flowed down
- MAP participants deliver work as accountable delivery partners aligned to Momentum's governance, quality, and oversight standards

All MAP partners undergo a consistent onboarding process and are evaluated annually to ensure quality and integrity of Momentum's network. Each resource provided by a MAP partner are subject to dual screening where the MAP partner performs initial candidate screening and Momentum verifies and validates candidate alignment to role expectations and requirements of the Participating Entity.

If Momentum is awarded IT Managed Workforce Solutions in addition to IT Staff Augmentation, MAP will be intentionally expanded into a large, governed supplier network following Momentum's proven, user-tested ecosystem model. This expansion increases capacity and resilience while preserving simplicity, transparency, and accountability.

Momentum's IT Staff Augmentation approach combines scale, rigor, flexibility, and partnership. Through diversified sourcing, consistent standards, and adaptability to participating entities needs, Momentum delivers staffing solutions aligned with public sector realities.

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IT MANAGED WORKFORCE SOLUTIONS APPROACH:
Momentum's IT Managed Workforce Solutions (MWS) model is designed to operate and enable a multi-vendor ecosystem - not simply to fill staffing positions. Under this model, Momentum serves as the program operator and facilitator for vendors that want to sell IT services to Participating Entities using the Sourcewell cooperative contract and approved supplier partners added through the Momentum Accelerator Program (MAP). All participating vendors and MAP suppliers operate as independent firms, retaining control of their teams, delivery models, and intellectual capital. Momentum provides the centralized structure, governance, enablement, and oversight required to operationalize Sourcewell in real-world use. Momentum approaches MWS with a simple guiding principle:

Make it easy for public-sector agencies to buy and easy for vendors and suppliers to sell - without friction, confusion, or unnecessary process.

For additional clarity, the MWS model IS:
- Centralized management and oversight of vendors and suppliers
- A programmatic approach to enabling cooperative contract usage
- A governance and enablement layer between agencies and vendors
- Focused on coordination, compliance, transparency, and adoption

The MWS model IS NOT:
- Managed IT services
- Outcome-based project delivery
- Direct staffing placement
- A replacement for Sourcewell's role as cooperative owner

MWS Solution Enablement and Tooling Philosophy:
Momentum does not believe a single, monolithic platform is the right answer for an MWS program. Instead, we take a tool-agnostic, purpose-built approach, recognizing that different MWS functions may be best supported by different tools. All workflows, oversight activities, touchpoints, notes, and documentation are tracked within the selected MWS toolset to ensure consistency, transparency, and auditability. The tool is not the solution. The process and governance model are. As such, we propose a fully agile, user-centered delivery approach to implement our MWS solution incrementally. Our planned approach is outlined below and designed to reduce risk, accelerate adoption, and ensure continuous improvement:
- 0-60 Days: Discovery and Workflow Validation
- 61-90 Days: Initial Prototype and First Incremental Release
- 91-120 Days: Testing and First Formal Iteration
- 121-150 Days: Full Agile Sprints and Continuous Delivery

We anticipate refining the following tracking and governance functionality within our MWS solution based on user feedback:
1. Vendor Relationship Management: Used to track vendor outreach, engagement history, and long-term relationships. Supports ecosystem growth and ongoing vendor engagement.
2. Approved Vendor & Supplier Governance: Serves as the system of record for vendor and MAP supplier approval; Tracks ongoing compliance, certifications, and service capabilities; Ensures only approved participants receive opportunities.
3. Demand & Pipeline Management: Captures needs and requests from Participating Entities; Manages lifecycle from intake through opportunity broadcast; Tracks vendor and supplier repones; Enables all procurement decisions to remain solely with the Participating Entity.
4. Engagement, Contract & Oversight Governance: Serves as the governance layer for active MWS engagements; Maintains purchase order and contract details; Tracks engagement-level oversight (e.g., Quality Review Board reviews, required check-ins, milestones, escalations, and follow-up actions); Provides visibility into engagement health and compliance. *
5. Time & Financial Oversight: Used for Time, expense, Invoicing, and payment functions without replacing internal systems used by vendors or Participating Entities.
6. Reporting & Analytics: Enables reports, dashboards, data exports, and other visualization of MWS data.

MWS Licensing and Access Model:
Momentum will purchase, own, and manage all software licenses required to support the MWS program for oversight and administration purposes. Momentum will not design the system to require paid licenses for participation. We anticipate establishing MWS license

levels as follows:
• Administrator: For Momentum personnel performing program oversight and administration; Funded by Momentum.
• Resource: For individual resources required to enter time or effort; Funded by Momentum
• Approver: For Participating Entity personnel who are required to review and approve resource timesheets; Funded by Momentum
• Limited: For Sourcewell oversight (if desired; limited to one license); Funded by Momentum
• View-Only: For transparency, reporting, and audit needs; View-Only access may be provided via licenses or shared dashboards and reports, depending on the selected tool(s)
• Special Access: Editable access beyond standard time entry or approval is not required but may be provided in certain instances upon request at additional cost

MWS Adoption, Enablement, and Ease of Use:
Momentum's success as an MWS operator depends not just on governance and oversight, but on making the solution easy to understand, easy to adopt, and easy to use for Participating Entities, vendors, and MAP partners.
Our approach to adoption and enablement is intentional, lightweight, and aligned with human-centered design principles to remove friction rather than introduce new process.
Momentum will actively drive adoption of the MWS solution through a combination of clear guidance, hands-on enablement, and practical support to ensure that the solution is not only available but actually used. This includes, but is not limited to:
• Targeted outreach to agencies and vendors interested in using Sourcewell
• Clear explanations of when and how to use the MWS model
• Ongoing support to ensure participants understand the process and feel confident engaging

Momentum does not measure success by tool sophistication. We measure success by adoption of the solution, ease of use, confidence of Participating Entity and vendor personnel, and delivery that is consistent and transparent. By pairing simple guidance, intuitive tools, incremental rollout, and hands-on support, Momentum ensures the MWS solution is approachable, usable, and effective from day one.
Our responses to Table 5A (Value-Added Attributes) highlight several key elements of our adoption and enablement methods, including:
• Simple, Plain-Language "How to Use Sourcewell" Guidance – We provide clear, plain-language guidance to help participating entities and vendors understand when and how to use the MWS model and the Sourcewell cooperative contract.
• Hands-On Support and Expeditor Expertise – We provide hands-on support and expeditor expertise through one single point of contact to assist participating entities, vendors, and MAP partners in navigating processes, resolving questions, and maintaining momentum throughout engagements.
• Toolset Design Focused on Familiarity and Minimal Training – We intentionally design the MWS toolset to feel familiar to users (spreadsheet-style views, simple forms, dashboards), avoid unnecessary configuration or training, and allow users to engage only at the level required for their role. Most users will interact with the MWS solution through simple intake or update forms, view-only dashboards and reports, and lightweight approval workflows, minimizing the onboarding effort and contributing to faster adoption rates.
• Incremental Rollout to Reduce Friction – Momentum will ship the MWS solution incrementally, allowing users to begin using core functionality early, learn the solution in small and manageable steps, provide feedback that directly shapes future iterations, and avoid the risks involved with "big bang" launches to ensure natural adoption of changes
• Continuous Improvement Based on Real Use – We use adoption metrics, user feedback, and engagement patterns to simply workflows, improve guidance and documentation, and enhance usability where it adds value.

MWS Oversight, Quality, and Governance:
Oversight is governed through documented Standard Operating Procedures (SOPs) and executed consistently across all vendors and Momentum Accelerator Program (MAP) suppliers. All oversight activities, findings, and follow-up actions are tracked within the MWS toolset to ensure transparency, consistency, and audit readiness.

Momentum takes quality management seriously. We established and maintain a Quality Management System (QMS) that has been certified against ISO 9001:2015 standards by G-Certi and was appraised at Maturity Level 3 of ISACA's Capability Maturity Model Integration (CMMI®) – Please refer to the attachment titled RFP 010826_Momentum_Table 2A – CMMI-ISO Appraisal Evidence within the RFP 010826_Momentum_Certifications folder for evidence of these qualifications. Highlights of quality management methods we include within our MWS solution include:

• Quality Review Board (QRB) – The QRB is Momentum's internal quality assurance and early-warning mechanism designed to identify and address delivery risk before issues escalate or impact outcomes. The QRB conducts targeted, periodic spot checks of active deliverables across the program. These reviews are not intended to add burden or introduce additional approval layers; rather, they validate that delivery remains aligned with agreed-upon standards, expectations, and outcomes. Our proposed MWS incorporates the QRB to ensure quality delivery by our resources. Our policy requires that at least one deliverable or work product be reviewed by the QRB within 90 days of a resource starting with a Participating Entity. The goal is to focus on alignment, quality, compliance, and early risk identification to administer proactive support and/or corrective action.

• Structured Check-Ins – Structured check-ins are a core component of Momentum's proactive oversight approach. Their purpose is to engage multiple individuals involved with the resource and delivery - not just a single point of contact - to surface early signals, confirm expectations, and identify both risks and opportunities. Check-ins are intentionally designed to elicit feedback from stakeholders interacting with our resource and the resource themselves to identify and mitigate early red flags, validate that expectations remain aligned across all parties, and surface opportunities for additional or expanded work via the Sourcewell cooperative agreement where appropriate. Findings from structured check-ins are documented and tracked within Momentum's Engagement, Contract, & Governance system or database, and follow-up status. This system/database serves as the system of record supporting ongoing engagement management, contract oversight, and governance reviews. A dedicated Momentum resource is assigned responsibility for following up on identified risks and opportunities to ensure timely action and accountability. Each item is tracked through closure, either until the risk is resolved or mitigated, or until an opportunity is evaluated and formally determined not to be worth pursuing. Our proposed cadence for Structured Check-Ins is provided below:

  - o Vendor / MAP Supplier: Within 90 Days
  - o Consultant / Resource: Within 120 Days
  - o Participating Entity: 30-Day Onboarding Check; 120-Day Delivery Check; 150-Day Alignment and Improvement Check

Momentum's MWS solution is a living, governed program, not a static system, that includes a diverse vendor and supplier ecosystem; clear engagement-level oversight; incremental, agile delivery; purpose-built, user-validated tooling; and a partnership-first mindset, resulting in a modern solution aligned with Sourcewell's intent that minimizes friction, costs, and complexity for all participants.

KEY TAKEAWAYS FROM MOMENTUM'S OFFERED SOLUTIONS:

• Clear Separation of MWS and IT Staff Augmentation – The MWS model enables vendors and operates the ecosystem; IT Staff Augmentation delivers individual resources. Momentum offers both - clearly, intentionally, and separately. These are distinct delivery models with different objectives, governance structures, and operating mechanics. Momentum does not blend them or force agencies into one model when another is more appropriate.

• Organizational Scale, Capacity, and Risk Mitigation – Momentum operates as a focused, high-performing firm with approximately $20M in annual revenue and more than $230M in cumulative revenue delivered over the course of our business. Our size is a strategic advantage, enabling direct executive engagement, rapid decision-making, and strong governance, while scaling through a governed ecosystem rather than unchecked internal headcount. For Sourcewell and its participating entities, this translates to a responsive, accountable partner with proven financial capacity and a demonstrated history of sustained delivery, focused on outcomes, not just volume.

76	Within this RFP category there may be subcategories of solutions. List subcategory titles that best describe your products and services.	Momentum agrees to provide the full range of IT Staff Augmentation and Managed Workforce Solutions offered under this RFP category, including, but not limited to, the following representative subcategories: • IT Staff Augmentation Services • IT Managed Workforce Solutions (MWS) • Multi-Vendor Staffing and Supplier Management • Project-Based and Outcome-Aligned IT Resources • Specialized and Emerging Technology Talent (e.g., cloud, data, cybersecurity, application modernization) • Business, Program, and Product Management Resources • Quality Assurance, Oversight, and Governance Support • Remote, Hybrid, and On-Site IT Resources • Workforce Transition, Ramp-Up, and Scale-Down Support Momentum will support participating entities across all applicable subcategories and solution types authorized under the cooperative contract, with delivery models tailored to agency needs and procurement requirements. *
77	Describe how candidates are: 1) qualified for the role; 2) authorized to work; 3) available and placed on time; and, 4) a suitable fit for the organization they are placed in. Clarify how responsibility for verifying work authorization is defined and managed.	Candidate Qualification, Authorization, Availability, and Fit: Momentum applies a consistent, structured approach to ensure candidates are qualified for the role, authorized to work, available and placed on time, and suitable for the participating entity's environment. Candidate qualification, vetting, and ongoing fit are addressed through Momentum's standardized evaluation and governance processes described in Table 7A, while authorization, availability, and placement timing are managed through defined onboarding, compliance, and communication controls. 1) Qualification for the Role – Candidate qualification and vetting are conducted through Momentum's consistent, rigorous evaluation process, as detailed in Table 7A. All screening interviews, skills-based assessments, and work-product reviews are directly mapped to the intake job description and requirements provided by the participating entity. Interview questions and evaluation criteria are tailored to validate the specific skills, experience, and competencies outlined in the intake request. If the intake job description does not provide sufficient detail to support thorough vetting, a designated Momentum resource proactively contacts the hiring manager or participating entity representative to conduct additional discovery. This ensures role expectations, success criteria, and required capabilities are clearly understood before candidates are screened or presented. This approach reduces risk, minimizes rework, and ensures candidates are evaluated against real delivery needs rather than generic role assumptions. 2) Authorization to Work – Momentum verifies that all candidates are authorized to work in the United States prior to placement. For resources employed directly by Momentum, work authorization is verified through completion of E-Verify as part of Momentum's standard onboarding and compliance process. Required documentation is collected, reviewed, and maintained in accordance with applicable federal and state laws, and candidates are not permitted to begin work until authorization requirements are fully satisfied. For resources provided by subcontractors or MAP suppliers, Momentum requires documented confirmation that E-Verify, or an equivalent federally compliant work authorization verification process, has been completed by the subcontracting employer. Proof of verification is requested and maintained as part of Momentum's compliance records prior to placement. Verification reports are retained on file with personally identifiable information (PII) appropriately redacted, supporting audit readiness while protecting candidate privacy. Momentum retains oversight responsibility to ensure verification requirements are met, while subcontractors remain responsible for completing and certifying work authorization for their own employees. This defined and centralized approach ensures consistent compliance, data protection, and clear accountability across all placement models. 3) Availability and Timely Placement – Momentum maintains a structured candidate touchpoint process to confirm availability and support timely placement. Active candidates include qualified, market-ready professionals whom Momentum is preparing to submit for upcoming opportunities, as well as candidates already submitted and *

awaiting participating entity determination. These candidates are contacted at a minimum on a weekly basis to confirm continued interest, availability, and start-date alignment. All candidate touchpoints are tracked and monitored within Momentum's Applicant Tracking System (ATS) to ensure consistency, visibility, and accountability.

Candidate availability is confirmed prior to submission and revalidated throughout the selection process. Once a candidate is selected, Momentum coordinates onboarding, documentation, and start logistics to support timely placement and minimize delays. Momentum's dedicated onboarding team is highly responsive and prepared to initiate and complete onboarding activities within 24 hours of selection, when required. This proactive communication and coordination approach reduces candidate attrition and ensures resources are prepared to begin work as scheduled.

4) Suitability and Organizational Fit – Candidate suitability and organizational fit are actively assessed and managed through Momentum's Structured Check-In process, as described in Section 7a. This process includes scheduled, multi-stakeholder check-ins conducted at defined intervals to validate expectations, assess delivery quality and fit, and identify early risks or improvement opportunities.

Findings from Structured Check-Ins are documented and tracked within Momentum's Engagement, Contract, and Governance system. A designated Momentum resource is responsible for monitoring outcomes, coordinating follow-up actions, and ensuring identified issues are addressed in a timely manner.

When coaching or corrective action is required, responsibility is handled based on the engagement model. For Momentum-employed resources, Momentum provides direct coaching and guidance. For subcontracted resources, Momentum communicates documented findings, expectations, and recommended actions to the applicable MAP supplier, which retains responsibility for direct coaching and resource management. Momentum monitors progress and outcomes to ensure alignment with delivery and quality expectations.

As further described in Table 7A, organizational fit and delivery quality are also validated through Momentum's Quality Review Board (QRB). The QRB performs targeted, periodic spot checks of active deliverables to confirm alignment with agreed-upon standards, quality expectations, and customer requirements. QRB findings are used to reinforce fit, inform coaching or corrective actions, and proactively mitigate delivery risk.

Responsibility for Verifying Work Authorization:
Momentum is solely responsible for verifying and overseeing candidate work authorization as part of its onboarding and compliance process. This responsibility is clearly defined, centrally managed, and consistently applied across all placements. Verification activities and supporting documentation are maintained within Momentum's systems to support transparency, compliance, and audit readiness. Participating entities retain visibility into candidate status, while Momentum maintains accountability for verification and recordkeeping.

78	Describe your process for ensuring candidates have the necessary proprietary or organization-specific equipment to perform their role. Include details on how equipment is prepared (e.g., configured, secured, and imaged), delivered, and supported, particularly when the candidate is working remotely.	Project Start, Equipment Readiness, and Support: Momentum follows a documented Project Start process to ensure each resource is fully prepared, equipped, and aligned at the outset of an engagement. This process is governed by a simple, repeatable Standard Operating Procedure (SOP that is iteratively refined based on operational learning and user feedback. Project Start and Onboarding: The Project Start process is designed to ensure the resource is properly onboarded to the engagement and that expectations are clearly established from day one. This includes: • Confirmation of engagement scope, role responsibilities, and success expectations • Review of delivery approach, communication norms, and escalation paths • Alignment on timelines, reporting, and performance expectations Resources can expect a formal project onboarding at the start of each engagement. These onboarding sessions are managed and delivered by Momentum. When resources are provided through Momentum Accelerator Program (MAP) suppliers, the applicable MAP partner is required to attend and listen in to ensure shared understanding and alignment. Equipment Preparation and Delivery: Equipment readiness is coordinated as part of the Project Start process and confirmed prior to the resource's start date. • Momentum-issued equipment: When Momentum equipment is used, Momentum's onboarding team coordinates shipment and confirms delivery prior to the resource's start date. • Participating entity-issued equipment: When the participating entity is responsible for providing equipment, Momentum's operations team works closely with the hiring manager and agency IT staff to support timely provisioning and delivery ahead of the start date. • MAP supplier resources: Equipment responsibilities are coordinated based on the agreed engagement model, with Momentum ensuring accountability and readiness prior to start. Equipment Configuration, Security, and Support: When Momentum-issued equipment is utilized, device configuration, security, and ongoing support are managed by Momentum's third-party IT services provider. This includes standard imaging, security controls, and help desk services. Support is available 24/7 to address service requests, technical issues, or access concerns, including for fully remote resources. This structured, proactive approach ensures that resources are properly onboarded, equipped, and supported, minimizing start-up delays and enabling productive delivery from the first day of each engagement.

Table 7B: Depth and Breadth of Offered Solutions - IT Managed Workforce Solutions

Indicate below if the listed types or classes of Solutions are offered within your proposal. Provide additional comments in the text box provided, as necessary.

☐ We will not be submitting for Table 7B: Depth and Breadth of Offered Solutions - IT Managed Workforce Solutions

Line Item	Category or Type	Comments
79	Describe the range of IT managed workforce programs your organization has overseen in the government (GOV) sector within the last three (3) years. Provide one (1) example for each of the following: - small - average - large Include the following for each example in the comments field: 1) annual revenue; 2) duration; and, 3) a brief scope of services summary including IT roles managed.	Momentum Inc's (Momentum) experience managing IT workforces for government agencies spans engagements of varying size, complexity, and scope. The following small, average, and large examples highlight our proven capability to source, manage, and support qualified technical talent at scale while ensuring performance, compliance, and consistent delivery across multi-vendor environments. Entity Size: Small / Entity Name: Pennsylvania Turnpike Commission (PTC) / Contract: Quality Assurance (QA) Work Order (WO) Services / Annual Revenue: $188,000 / Duration: October 2021 – Present Scope of Services: Momentum operates an IT Managed Workforce Solution with PTC where we provide quality personnel and fully scoped IT projects that involve technical and professional services, including project and management, business process management, quality assurance, IT Service Management (ITSM) strategic planning, and IT

security consulting, among other specialized services requested by PTC. Our resources and project teams support the execution and management of PTC's IT Project Portfolio and involve multiple modernization efforts aligned with PTC's strategic roadmap. Our WO projects involve an evolving technical architecture that includes financial and billing, asset management, geospatial, and other management information systems in addition to new and emerging technologies used in the operation and maintenance of the turnpike, including, but not limited to, Internet of Things (IoT) solutions, connected fleet and telematics, connected mobility, all electronic tolling, artificial intelligence, intelligent Transportation Systems (ITS), and digital transformation initiatives. This example showcases Momentum's ability to successfully manage a small-scale, high-value IT workforce program – deploying fit-for-purpose teams, delivering specialized expertise, and ensuring consistent, standards-aligned outcomes for a government client operating in a regulated public-sector environment.
IT Roles Managed on Contract: QA Analyst, Project Manager, Program Manager, IT Security Consultant, Business Analyst, Technical Architect, and Subject Matter Expert.

Entity Size: Medium / Entity Name: Maryland Department of Information Technology (DoIT) / Contract: Oversight Program Support Services (OPSS) / Annual Revenue: $2,464,209 / Duration: February 2019 – Present
Scope of Services: DoIT is responsible for statewide IT governance, including oversight of Major Information Technology Development Projects (MITDPs), management of IT investments, and ensuring compliance with state Software Development Life Cycle (SDLC) and procurement standards. Through this contract, Momentum provides and manages a multidisciplinary team of oversight and technical professionals – typically 10-15 IT and Financial Management (FM) personnel – whose work directly supports DoIT's programmatic and operational responsibilities and legislative mandates. Services delivered by our resources include Project Monitoring, Verification and Validation (V&V), Procurement and Acquisition Support, Agile Coaching, Portfolio Management, Budget Management, Financial Audit Support, Executive Reporting, Process Improvement, and Technical Writing surrounding complex IT modernization initiatives within the MITDP portfolio.
IT Roles Managed on Contract: Oversight Advisor, Oversight Project Manager, Project Control Specialist, Business Analyst, Financial Analyst, Technical Writer.

Entity Size: Large / Entity Name: Pennsylvania Department of Human Services (PA DHS) / Contract: Business Planning and Business Architecture Services (BPS) / Annual Revenue: $6,526,338 / Duration: January 2022 – Present
Scope of Services: Momentum operates a Managed Workforce Solution for PA DHS where we oversee the full lifecycle management of a large, diverse IT workforce of an average of 50 IT professionals who work on multiple and concurrent implementation and enhancement projects surrounding enterprise IT systems that support complex human services programs such as Medicaid, Children's Health Insurance Program (CHIP), Supplemental Nutrition Program (SNAP), Temporary Assistance for Needy Families (TANF), Childcare, Early Intervention (Part C), Waiver Case Management, and Child Welfare. This engagement exemplifies precisely the type of IT Managed Workforce Solutions defined in the RFP, as Momentum is responsible for coordinating a multi-vendor staffing ecosystem, administering workforce demand intake, conducting candidate sourcing and technical vetting, managing interviews and onboarding, and providing ongoing performance monitoring, issue escalation, and SLA-based oversight. Momentum delivers comprehensive workforce governance through productivity tracking, adherence monitoring, vendor management, quality assurance checkpoints, and resource optimization strategies that ensure high-performing teams and continuous alignment to DHS operational priorities. The size, complexity, and multi-program nature of this initiative underscore Momentum's capacity to operate at an enterprise level and deliver a scalable, fully coordinated IT workforce across multiple lines of business. Through this work, Momentum demonstrates proven ability to manage a large, multi-vendor, multi-disciplinary IT workforce – meeting the exact definition and expectations of a large IT Managed Workforce program as outlined in this solicitation.
IT Roles Managed on Contract: Business Analyst, Senior Business Analyst, Project Manager, QA Tester, Test Lead, Communications Consultant, Communications Manager, Functional Lead, Business Architect, and System Trainer.

80	Describe the range of IT managed workforce programs your organization has overseen in the education (EDU) sector within the last three (3) years. Provide one (1) example for each of the following: - small - average - large Include the following for each example in the comments field: 1) annual revenue; 2) duration; and, 3) a brief scope of services summary including IT roles managed.	Momentum has not overseen IT managed workforce programs in the education (EDU) sector within the past three (3) years, and therefore we do not have small, average, or large EDU examples to report. During this period, our delivery experience has been concentrated in the U.S. Government sector, where we have supported multiple agencies across four states through both Staff Augmentation and Managed Workforce models that have included state government education agencies including the Maryland State Department of Education (MSDE), Pennsylvania Department of Education (PDE), and Pennsylvania Transfer and Articulation Center (PA TRAC). Beyond the past three years, Momentum has provided IT Managed workforce solutions to EDU sector entities and still maintains relationships with EDU leadership at entities like the Pennsylvania State System of Higher Education, Penn State University, Harrisburg University, Central Penn College, University of Georgia, and the Milton Hershey School. While EDU engagements are not part of our most recent portfolio, our MWS framework, governance processes, sourcing ecosystem, and quality controls are fully transferable to the EDU environment. Momentum is prepared to support Sourcewell Participating Entities in education with the same rigor, standardized vetting, and scalable workforce delivery model that we provide to government customers.	*
81	Does your company currently operate a multi-tenant Vendor Management System (VMS) to support IT Managed Workforce programs? If yes, briefly describe your system's capabilities in the following areas: 1) Requisition management (e.g., request creation, approval workflows); 2) Candidate management (e.g., submission, screening, selection tracking); 3) Time and expense tracking (e.g., approvals, compliance controls); 4) Invoicing and payment (e.g., integration, reconciliation, automation); and, 5) Reporting and analytics (e.g., dashboards, KPIs, data exports). If no, describe whether your company partners with a third-party VMS provider or uses a proprietary alternative.	Momentum does not believe a single, monolithic platform is the right answer for an MWS program. Instead, we take a tool-agnostic, purpose-built approach, recognizing that different MWS functions may be best supported by different tools. All workflows, oversight activities, touchpoints, notes, and documentation are tracked within the selected MWS toolset to ensure consistency, transparency, and auditability. The tool is not the solution. The process and governance model are. As such, we propose a fully agile, user-centered delivery approach to implement our MWS solution incrementally. Our planned approach is outlined below and designed to reduce risk, accelerate adoption, and ensure continuous improvement: • 0-60 Days: Discovery and Workflow Validation • 61-90 Days: Initial Prototype and First Incremental Release • 91-120 Days: Testing and First Formal Iteration • 121-150 Days: Full Agile Sprints and Continuous Delivery We anticipate refining the following tracking and governance functionality within our MWS solution based on user feedback: 1. Vendor Relationship Management: Used to track vendor outreach, engagement history, and long-term relationships. Supports ecosystem growth and ongoing vendor engagement. 2. Approved Vendor & Supplier Governance: Serves as the system of record for vendor and MAP supplier approval; Tracks ongoing compliance, certifications, and service capabilities; Ensures only approved participants receive opportunities. 3. Demand & Pipeline Management: Captures needs and requests from Participating Entities; Manages lifecycle from intake through opportunity broadcast; Tracks vendor and supplier repones; Enables all procurement decisions to remain solely with the Participating Entity. 4. Engagement, Contract & Oversight Governance: Serves as the governance layer for active MWS engagements; Maintains purchase order and contract details; Tracks engagement-level oversight (e.g., Quality Review Board reviews, required check-ins, milestones, escalations, and follow-up actions); Provides visibility into engagement health and compliance. 5. Time & Financial Oversight: Used for Time, expense, Invoicing, and payment functions without replacing internal systems used by vendors or Participating Entities. 6. Reporting & Analytics: Enables reports, dashboards, data exports, and other visualization of MWS data.	*

Table 7C: Depth and Breadth of Offered Solutions - IT Staff Augmentation Services

Indicate below if the listed types or classes of Solutions are offered within your proposal. Provide additional comments in the text box provided, as necessary.

☐ We will not be submitting for Table 7C: Depth and Breadth of Offered Solutions - IT Staff Augmentation Services

Line Item	Category or Type	Comments	

82	Describe your organization's IT staff augmentation services provided in the government (GOV) sector within the past 24 months. Include one (1) representative example (not a list of contracts) and describe the following areas: 1) Contract duration (start and end dates or ongoing) 2) Types of staffing solutions (e.g., temporary, project-based, long-term, or direct-hire) 3) Approximate number and types of IT roles staffed	Momentum Inc. (Momentum) provides comprehensive IT staff augmentation services to government agencies at the state and local levels, supporting a full range of temporary, project-based, long-term, and direct-hire IT workforce needs. Our public-sector staffing model is built on a combination of in-house recruiting, a vetted national Direct Placement Partner (DPP) vendor network, and our Momentum Accelerator Program (MAP) subcontracting partners, allowing us to source high-quality talent across multiple technical disciplines and geographic regions. All candidates—regardless of source—undergo a uniform, rigorous vetting process that includes screening interviews, reference checks, skills assessments (as applicable), and certification verification. Our staffing approach is flexible and aligns with agency procurements and operational models; we routinely provide staff through time-and-materials engagements, MSP-managed requisition channels, cooperative purchasing vehicles, and competitive project-based sourcing. Representative Example Contract (Within the Past 24 Months): Contract: Commonwealth IT Staff Augmentation Services / Duration: January 2005 – Present / Staffing Categories: Temporary, Project-Based, and Long-Term / Types of IT Roles Staffed: Architect, Business Analyst, Functional Architect, PMO Project Manager, Product Specialist, Program Manager, Project Coordinator, Project Manager, QA Specialist, Senior Architect, Senior Business Subject Matter Expert, Senior Database Architect, Senior Program Manager, Senior Project Manager, Software Process Engineer, Subject Matter Expert, System Specialist, Team Lead, Technical Architecture Specialist, Technical Specialist, Technical Writer, Tester / Approximate Number of IT Roles Staffed: 250+ Scope of Services: The Commonwealth of Pennsylvania uses a managed service provider to augment departmental IT staff with specialized IT services and resources in support of IT projects and initiatives. Momentum has been a certified IT Staff Augmentation supplier since 2005 and has delivered more than 250 resources to lead and support both traditional waterfall, and Agile IT projects at more than 15 different Commonwealth of Pennsylvania agencies, illustrating our ability to successfully staff resources for services for GOV sector Participating Entities on the Sourcewell cooperative agreement. Momentum successfully staff resources at the following agencies in Pennsylvania via the Commonwealth IT Staff Augmentation contract: Department of Agriculture, Department of Conservation and Natural Resources, Department of Corrections, Department of Education, Department of Environmental Protection, Department of General Services, Department of Health, Department of Human Services, Department of Labor and Industry, Department of Revenue, Department of State, Department of Transportation, Fish and Boat Commission, Game Commission, Historical and Museum Commission, Human Relations Commission, Liquor Control Board, Office of Administration, Office of Attorney General, Office of the Budget, Office of General Counsel, Office of the Lieutenant Governor, Public Utility Commission, State Civil Service Commission, and Turnpike Commission.

83	Describe your organization's IT staff augmentation services provided in the education (EDU) sector within the past 24 months. Include one (1) representative example (not a list of contracts) and describe the following areas: 1) Contract duration (start and end dates or ongoing) 2) Types of staffing solutions (e.g., temporary, project-based, long-term, or direct-hire) 3) Approximate number and types of IT roles staffed	Over the past 24 months, Momentum has supported higher−education institutions through flexible, high−quality IT staff augmentation services that strengthen data accuracy, student−facing systems, and institutional collaboration. Our EDU−sector engagements pair skilled technical professionals with mission−critical programs that rely on accurate information, consistent technology operations, and responsive support. The following representative example highlights Momentum's ongoing work within Pennsylvania's statewide transfer and articulation ecosystem, demonstrating our ability to deliver scalable staffing solutions, specialized technical expertise, and sustained value to higher−education partners. Representative Example Contract (Within the Past 24 Months): Entity Name: Pennsylvania Transfer and Articulation Center (PA TRAC) / Contract: Transfer and Articulation Program Support Services / Duration: July 2013 – Present / Staffing Categories: Temporary, Project-Based, and Long-Term / Types of IT Roles Staffed: Data Analyst, QA Analyst, Forms Developer, Website Designer / Approximate Number of IT Roles Staffed: 15-20 Scope of Services: Momentum provides IT Staff Augmentation support services for the Pennsylvania Transfer and Articulation Center (PA TRAC) that serves as a centralized portal to facilitate seamless credit transfer between Pennsylvania's community colleges, state universities, and other participating institutions of higher education in accordance with Program-to-Program (P2P) agreements executed by participating institutions. The services provided on this contract include: • Course data processing to transform and normalize course data from each institution's course catalog management system or student information system to develop and package load-ready data sets for migration to the PA TRAC database; • Website audits to evaluate program and course information published on participating institution websites against PA TRAC agreements; and • Website enhancement services for the PA TRAC portal. Institutions of Higher Education that participate on this contract include Bucks County Community College, Butler County Community College, Community College of Allegheny County, Community College of Beaver County, Community College of Philadelphia, Delaware County Community College, Harrisburg Area Community College, Lehigh Carbon Community College, Luzerne County Community College, Montgomery County Community College, Northampton Community College, Pennsylvania Highlands Community College, Reading Area Community College, Westmoreland County Community College, Cheyney University of Pennsylvania, Commonwealth University of Pennsylvania, East Stroudsburg University of Pennsylvania, Indiana University of Pennsylvania, Kutztown University of Pennsylvania, Millersville University of Pennsylvania, Pennsylvania Western University, Shippensburg University of Pennsylvania, Slippery Rock University of Pennsylvania, West Chester University of Pennsylvania, Carlow University, Lincoln University of Pennsylvania, and Northern Pennsylvania Regional College.

Exceptions to Terms, Conditions, or Specifications Form

Only those Proposer Exceptions to Terms, Conditions, or Specifications that have been accepted by Sourcewell have been incorporated into the contract text.

Documents

Ensure your submission document(s) conforms to the following:

1. Documents in PDF format are preferred. Documents in Word, Excel, or compatible formats may also be provided.

2. Documents should NOT have a security password, as Sourcewell may not be able to open the file. It is your sole responsibility to ensure that the uploaded document(s) are not either defective, corrupted or blank and that the documents can be opened and viewed by Sourcewell.

3. Sourcewell may reject any response where any document(s) cannot be opened and viewed by Sourcewell.

4. If you need to upload more than one (1) document for a single item, you should combine the documents into one zipped file. If the zipped file contains more than one (1) document, ensure each document is named, in relation to the submission format item responding to. For example, if responding to the Marketing Plan category save the document as “Marketing Plan.”

- Responsiveness - Responsiveness.zip - Thursday January 08, 2026 12:06:57
- Pricing - RFP 010826_Momentum_Table 6 - Line Item Pricing.pdf - Thursday January 08, 2026 12:07:22
- Financial Strength and Stability - RFP 010826_Momentum_Financial Strength and Stability.zip - Thursday January 08, 2026 12:07:39
- Marketing Plan/Samples - RFP 0101826_Momentum_Marketing Plan Samples.zip - Thursday January 08, 2026 12:08:07
- WMBE/MBE/SBE or Related Certificates - RFP 010826_Momentum_Certifications.zip - Thursday January 08, 2026 12:08:26
- Standard Transaction Document Samples (optional)
- Requested Exceptions - RFP 010826_Momentum_Table 8 - Master Agreement Exceptions.docx - Thursday January 08, 2026 12:08:43
- Upload Additional Document - RFP010826_Momentum_Sample Completed Vendor Evaluation Forms.pdf - Thursday January 08, 2026 12:09:03

Addenda, Terms and Conditions

PROPOSER AFFIDAVIT OF COMPLIANCE

I certify that I am an authorized representative of Proposer and have authority to submit the foregoing Proposal:

1. The Proposer is submitting this Proposal under its full and complete legal name, and the Proposer legally exists in good standing in the jurisdiction of its residence.

2. The Proposer warrants that the information provided in this Proposal is true, correct, and reliable for purposes of evaluation for award.

3. The Proposer certifies that:

(1) The prices in this Proposal have been arrived at independently, without, for the purpose of restricting competition, any consultation, communication, or agreement with any other Proposer or competitor relating to-

(i) Those prices;

(ii) The intention to submit an offer; or

(iii) The methods or factors used to calculate the prices offered.

(2) The prices in this Proposal have not been and will not be knowingly disclosed by the Proposer, directly or indirectly, to any other Proposer or competitor before award unless otherwise required by law; and

(3) No attempt has been made or will be made by Proposer to induce any other concern to submit or not to submit a Proposal for the purpose of restricting competition.

4. To the best of its knowledge and belief, and except as otherwise disclosed in the Proposal, there are no relevant facts or circumstances which could give rise to an organizational conflict of interest. An organizational conflict of interest is created when a current or prospective supplier is unable to render impartial service to Sourcewell due to the supplier's: a. creation of evaluation criteria during performance of a prior agreement which potentially influences future competitive opportunities to its favor; b. access to nonpublic and material information that may provide for a competitive advantage in a later procurement competition; c. impaired objectivity in providing advice to Sourcewell.

5. Proposer will provide to Sourcewell Participating Entities Solutions in accordance with the terms, conditions, and scope of a resulting master agreement.

6. The Proposer possesses, or will possess all applicable licenses or certifications necessary to deliver Solutions under any resulting master agreement.

7. The Proposer will comply with all applicable provisions of federal, state, and local laws, regulations, rules, and orders.

8. Proposer its employees, agents, and subcontractors are not:

1. Included on the "Specially Designated Nationals and Blocked Persons" list maintained by the Office of Foreign Assets Control of the United States Department of the Treasury found at: https://www.treasury.gov/ofac/downloads/sdnlist.pdf;
2. Included on the government-wide exclusions lists in the United States System for Award Management found at: https://sam.gov/SAM/; or
3. Presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota; the United States federal government, as applicable; or any Participating Entity. Vendor certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this solicitation.

☑ By checking this box I acknowledge that I am bound by the terms of the Proposer's Affidavit, have the legal authority to submit this Proposal on behalf of the Proposer, and that this electronic acknowledgment has the same legal effect, validity, and enforceability as if I had hand signed the Proposal. This signature will not be denied such legal effect, validity, or enforceability solely because an electronic signature or electronic record was used in its formation. - Ashley Hock, Chief Executive Officer, Momentum, Inc.

The Proposer declares that there is an actual or potential Conflict of Interest relating to the preparation of its submission, and/or the Proposer foresees an actual or potential Conflict of Interest in performing the obligations contemplated in the solicitation proposal.

○ **Yes** ◉ **No**

The Bidder acknowledges and agrees that the addendum/addenda below form part of the Bid Document.

Check the box in the column "**I have reviewed this addendum"** below to acknowledge each of the addenda.

File Name	I have reviewed the below addendum and attachments (if applicable)	Pages
Addendum_8_IT_Managed_Workforce_Staff_Augmentation_RFP010826 Wed December 31 2025 04:33 PM	☑	2
Addendum_7_IT_Managed_Workforce_Staff_Augmentation_RFP010826 Wed December 24 2025 11:59 AM	☑	4
Addendum_6_IT_Managed_Workforce_Staff_Augmentation_RFP010826 Fri December 19 2025 01:06 PM	☑	4
Addendum_5_IT_Managed_Workforce_Staff_Augmentation_RFP010826 Tue December 16 2025 03:23 PM	☑	3
Addendum_4_IT_Managed_Workforce_Staff_Augmentation_RFP010826 Fri December 12 2025 11:47 AM	☑	3
Addendum_3_IT_Managed_Workforce_Staff_Augmentation_RFP010826 Tue December 2 2025 02:57 PM	☑	7
Addendum_2_IT_Managed_Workforce_Staff_Augmentation_RFP010826 Wed November 26 2025 08:59 AM	☑	5
Addendum_1_IT_Managed_Workforce_Staff_Augmentation Fri November 21 2025 02:24 PM	☑	10
Amendment_1_IT_Managed_Workforce_Staff_Augmentation_RFP010826 Thu November 20 2025 03:08 PM	☑	1