



The following documentation is an electronically-submitted vendor response to an advertised solicitation from the *West Virginia Purchasing Bulletin* within the Vendor Self-Service portal at ***wvOASIS.gov***. As part of the State of West Virginia's procurement process, and to maintain the transparency of the bid-opening process, this documentation submitted online is publicly posted by the West Virginia Purchasing Division at ***WVPurchasing.gov*** with any other vendor responses to this solicitation submitted to the Purchasing Division in hard copy format.

Header 1

General Information

Contact

Default Values

Discount

Document Information

Clarification Request

Procurement Folder: 2020855

Procurement Type: Statewide MA (Open End)

Vendor ID: VS0000038889

Legal Name: VASTEK INC

Alias/DBA:

Total Bid: \$2,439,840.00

Response Date: 09/23/2026

Response Time: 6:03

Responded By User ID: vastek

First Name: Garry

Last Name: Sharma

Email: rfo@vastekoroup.com

SO Doc Code: CRFQ

SO Dept: 0231

SO Doc ID: OOT2700000006

Published Date: 9/16/26

Close Date: 9/23/26

Close Time: 13:30

Status: Closed

Solicitation Description: Addendum No 2 -Temporary Technical Staffing Services

Total of Header Attachments: 1

Total of All Attachments: 1



Department of Administration
Purchasing Division
2019 Washington Street East
Post Office Box 50130
Charleston, WV 25305-0130

State of West Virginia
Solicitation Response

Proc Folder: 2020855
Solicitation Description: Addendum No 2 -Temporary Technical Staffing Services
Proc Type: Statewide MA (Open End)

Solicitation Closes	Solicitation Response	Version
2026-09-23 13:30	SR 0231 ESR09092600000001919	1

VENDOR
VS0000038889
VASTEK INC

Solicitation Number: CRFQ 0231 OOT2700000006
Total Bid: 2439840
Response Date: 2026-09-23
Response Time: 06:03:04
Comments:

FOR INFORMATION CONTACT THE BUYER
Toby L Welch
(304) 558-8802
toby.l.welch@wv.gov

Vendor
Signature X **FEIN#** **DATE**

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	Senior Web Application Analyst	2080.0000	HOUR	80.000000	166400.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Commodity Line Comments:

Extended Description:

Senior Web Application Analyst

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
2	CRM Application Analyst	2080.0000	HOUR	82.000000	170560.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Commodity Line Comments:

Extended Description:

CRM Application Analyst

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
3	Senior SQL Server Database Administrator	2080.0000	HOUR	86.000000	178880.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Commodity Line Comments:

Extended Description:

Senior SQL Server Database Administrator

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
4	Business Analyst	2080.0000	HOUR	73.000000	151840.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Commodity Line Comments:

Extended Description:

Business Analyst

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
5	Learning Management System & eLearning Development Specialis	2080.0000	HOUR	66.000000	137280.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Commodity Line Comments:

Extended Description:

Learning Management System & eLearning Development Specialist

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
6	Cloud Financial Operations Specialist	2080.0000	HOUR	89.000000	185120.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Commodity Line Comments:

Extended Description:

Cloud Financial Operations Specialist

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
7	Cloud Architect	2080.0000	HOUR	111.000000	230880.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Commodity Line Comments:

Extended Description:

Cloud Architect

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
8	Cloud Security Professional	2080.0000	HOUR	104.000000	216320.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Commodity Line Comments:

Extended Description:

Cloud Security Professional

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
9	Cloud Platform Engineer	2080.0000	HOUR	96.000000	199680.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Commodity Line Comments:**Extended Description:**

Cloud Platform Engineer

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
10	Cloud Network Engineer	2080.0000	HOUR	95.000000	197600.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Commodity Line Comments:**Extended Description:**

Cloud Network Engineer

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
11	Cloud Systems Management Engineer	2080.0000	HOUR	89.000000	185120.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Commodity Line Comments:**Extended Description:**

Cloud Systems Management Engineer

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
12	Cloud Center of Excellence (CCOE) Implementation Spec	2080.0000	HOUR	101.000000	210080.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Commodity Line Comments:**Extended Description:**

Cloud Center of Excellence (CCOE) Implementation Specialist

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
13	Mainframe Systems Programmer	2080.0000	HOUR	101.000000	210080.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Commodity Line Comments:**Extended Description:**

Mainframe Systems Programmer

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.



Proposal Submitted to



State Of West Virginia
Dept Of Administration
Purchasing Division
2019 Washington Street East
Charleston WV 25305

CRFQ-0231-OOT2700000006-1
Temporary Technical Staffing Services

Vastek, Inc.

891 Kuhn Drive, STE 216
Chula Vista, CA-91914
Phone: (619)-565-4709
Fax: +1 (858) 810-0895

POC: Amit Chaudhary
Phone: (619)-565-4709
Email: rfp@vastekgroup.com

www.vastekgroup.com

CAGE Code: 82PQ7
DUNS: 079999127
TIN: 47-4047975

All rights reserved ©
2026
Vastek Inc.

Business Size: MBE certified

TABLE OF CONTENTS

1. COVER LETTER.....3

2. ABOUT COMPANY 6

1. COVER LETTER

Vastek Inc, 891 Kuhn Drive, Ste 216, Chula Vista, CA-91914

09/15/2026

To
West Virginia Department of Administration
Purchasing Division
On behalf of the West Virginia Office of Technology (WVOT)
West Virginia

Subject: Vastek Inc. Bid Submission in Response to CRFQ-0231-OOT2700000006-1– “Temporary Technical Staffing Services”

Vastek Inc. is pleased to submit its bid in response to CRFQ-0231-OOT2700000006-1, Temporary Technical Staffing Services, issued by the West Virginia Department of Administration, Purchasing Division, on behalf of the West Virginia Office of Technology (WVOT). Vastek appreciates the opportunity to support the State of West Virginia by providing qualified and experienced technical professionals to meet temporary staffing requirements across the identified information technology disciplines.

Vastek Inc. has more than eleven (11) years of experience delivering IT staffing, staff augmentation and workforce solutions to government entities and enterprise clients. Our staffing model is designed to provide organizations with timely access to qualified technical professionals while maintaining rigorous recruiting, screening, qualification verification, compliance, onboarding and ongoing assignment management processes.

Vastek understands that the purpose of this solicitation is to establish open-end contracts for the provision of temporary technical staffing services to support WVOT and participating State agencies. We are prepared to provide qualified personnel for the applicable classifications identified in the solicitation, including:

- Senior Web Application Analyst
- CRM Application Analyst
- Senior SQL Server Database Administrator
- Business Analyst
- Learning Management System & eLearning Development Specialist
- Cloud Financial Operations Specialist
- Cloud Architect
- Cloud Security Professional
- Cloud Platform Engineer
- Cloud Network Engineer
- Cloud Systems Management Engineer
- Cloud Center of Excellence (CCOE) Implementation Specialist
- Mainframe Systems Programmer

Vastek understands the importance of providing technical resources for those who possess the education, experience, technical knowledge and qualifications required for their respective classifications. Our recruitment and candidate evaluation process is designed to identify professionals whose qualifications align with the specific requirements of each staffing request. Prior to candidate submission, Vastek will conduct appropriate screening and qualification verification and will provide the required candidate documentation including resumes and other qualification information applicable to the requested position.

Vastek further confirms its ability to meet the vendor qualification requirements established by the solicitation. We understand the requirement for the vendor to have been in business for at least five (5) years providing similar information technology services and to demonstrate relevant staffing experience involving at least six (6) individuals within the classifications identified in the solicitation during the past five years. Vastek will provide the applicable supporting documentation identifying the relevant classifications, client/entity information and appropriate contact information as required.

Vastek is committed to providing responsive and dependable staffing support throughout the contract period. Our account management and recruiting teams will coordinate staffing requests, candidate sourcing, qualification screening, resume submission, interview coordination, onboarding, assignment support, issue resolution and replacement requirements as applicable. We will maintain clear communication with designated State representatives and will work diligently to fulfill staffing requests with qualified and available resources.

Vastek acknowledges that the services contemplated under this solicitation may primarily support requirements in the Charleston, West Virginia metropolitan area, while participating agencies may request services at locations elsewhere within West Virginia. Vastek is prepared to support the applicable geographic requirements associated with individual staffing requests.

Vastek confirms that its pricing has been prepared in accordance with the requirements of solicitation. We understand that vendors are required to provide hourly rates for the applicable classifications for which they intend to provide staffing services and that the State's prescribed Pricing Pages must be completed as required. Vastek has included the applicable pricing information as part of its bid submission.

Vastek has carefully reviewed the CRFQ, specifications, pricing requirements, vendor qualification requirements, contractual provisions and all other applicable solicitation documents. We confirm our willingness and ability to comply with the mandatory requirements of the solicitation and to perform the required services in accordance with the resulting contract.

Vastek acknowledges its responsibility to review and incorporate all addenda, amendments, revisions and clarifications issued in connection with CRFQ OOT27-006 prior to submission. Vastek confirms that all applicable addenda issued for this solicitation have been reviewed and considered in preparing this bid and the required addenda acknowledgement will be provided in accordance with the solicitation requirements.

Vastek understands that candidates supplied under the resulting contract must satisfy the applicable classification requirements and that the State may require current resumes, completed qualification documentation, degree verification and other supporting information as applicable to individual staffing requests.

Vastek also acknowledges its responsibilities concerning applicable insurance, licensing and registration, employment-related obligations, taxes, workers' compensation, confidentiality, information security, background screening and other federal, state and local compliance requirements associated with the services.

Vastek acknowledges that the estimated quantities or hours identified in the solicitation do not constitute a guarantee of any minimum level of services or purchases. Vastek understands that staffing requirements will be based on the actual needs of WVOT and participating State agencies during the resulting contract period.

Vastek Inc. appreciates the opportunity to participate in CRFQ OOT27-006 – Temporary Technical Staffing Services and looks forward to the opportunity to provide the State of West Virginia with qualified, responsive and reliable technical staffing resources.

Should additional information or clarification, please contact us at 619-565-4709 & rfp@vastekgroup.com.

Sincerely,

Vikash Mishra

Vikash Mishra,
CEO,
Vastek Inc.

2. ABOUT COMPANY

Vastek Inc. is a privately owned S-Corporation established in 2015 and headquartered in Chula Vista, California. With over a decade of staffing experience, Vastek specializes in providing qualified information technology professionals to government entities, public-sector organizations and other clients nationwide.

As an experienced IT staffing and technical workforce solutions provider, Vastek understands the specialized qualifications, technical expertise and experience required to support enterprise technology environments. Our staffing capabilities encompass a broad range of technical disciplines including application development and analysis, database administration, business analysis, cloud architecture and engineering, cloud security, cloud network and systems management, learning management and eLearning, cloud financial operations, Cloud Center of Excellence implementation and mainframe systems programming.

Vastek maintains a structured recruitment and qualification process designed to identify, evaluate and present professionals who meet the specific technical, educational, experience and qualification requirements of each position. Our recruiters and technical resources work collaboratively to source candidates through nationwide talent networks, targeted recruiting channels, professional networks and Vastek's internal recruiting tools. Candidates are carefully screened and evaluated before submission with resumes and required qualification documentation prepared in accordance with client requirements.

Our recruitment infrastructure is supported by a dedicated team of recruiters, account management personnel and operational resources, enabling Vastek to respond promptly to staffing requirements and support multiple technical labor categories simultaneously. We are prepared to provide qualified technical personnel for assignments throughout West Virginia including the Charleston metropolitan area and other locations as requested by participating State agencies.

Vastek also recognizes the importance of technical staffing beyond simply filling positions. The professionals provided under this solicitation can contribute to the State's technology environment through technical support, professional mentorship, knowledge transfer, technical training and structured shadowing, consistent with the requirements of the solicitation.

With over \$52 million in annual revenue and a diverse client portfolio, Vastek is committed to delivering reliable, qualified and responsive technical staffing solutions. Our approach is focused on providing the State with professionals who possess the appropriate technical capabilities and experience to support the development, maintenance and enhancement of computer systems and enterprise applications.

GLOBAL FOOTPRINT: Vastek Inc has international presence in below mentioned locations

North America: Canada, Mexico

South America: Costa Rica

Europe: UK, Germany

APAC: India

Other Countries: Australia

USA FOOTPRINT: Headquartered in Chula Vista, CA. we have a network of twenty-Seven (10) branch offices across the US. Vastek currently services across 50 states of the USA. In addition, Vastek can quickly set up an additional office at any preferred location to manage the large volume of requirements for that location.

Chula Vista, CA	Los Angeles, CA	Sunnyvale, CA	Puerto Rico	Middleton, MA
Memphis, TN	Broomfield, C	Warsaw, IN	Jacksonville, F	Houston, Texas

AFFILIATIONS AND ACCREDITATIONS

- ISO 9001:2015 Certified – Complying with international quality management system standards (QMS)
- Minority Business Enterprise (MBE) – Certified by NMSDC
- Disadvantaged Business Enterprise (DBE) – Certified by the State of California
- Joint Commission Certified – Recognized for excellence in staffing and healthcare-related services
- California Multiple Award Schedule (CMAS) – Authorized provider for state and local government contracts
- AstraZeneca “Lead in Sustainability” Accelerator Program (2022) – Recognized by AstraZeneca for demonstrating commitment to sustainability, supplier diversity and responsible business practices through completion of its global Lead in Sustainability Program.

Past Performance & Certifications



Company Profile	
Name	Vastek Inc.
Head Quarters	891 Kuhn Drive, STE 216, Chula Vista, CA-91914
Ownership	S – Corporation
State of Incorporation	California
Industry Type	Staffing & Consulting
Employee Count	800+
Established Year	2015
Establishment Date	5/18/2015
Length of time in Business	11+ Years
Revenue	\$52 million
Certification(s)	MBE Certified by NMSDC, Certified DBE from the state of CA, The Joint Commission Certificate (TJC), ISO 9001:2015
Contract contact Person Details	Amit Chaudhary, Compliance Manager
	Email: rfp@vastekgroup.com
	Phone no.: 619-565-4709
Website	www.vastekgroup.com

MISSION

- Delivering highly qualified and experienced IT professionals for State technology needs.
- Providing timely and responsive technical staffing solutions across West Virginia.
- Ensuring thorough candidate screening, qualification and compliance.
- Supporting reliable development, maintenance and enhancement of State technology systems.
- Promoting technical knowledge transfer through mentorship, training and structured shadowing.
- Maintaining transparency, accountability and quality throughout every assignment.

VISION

- To be a trusted IT staffing partner recognized for delivering qualified technology professionals, responsive service, compliance and exceptional value.
- Building long-term partnerships with state agencies by consistently providing high-quality IT talent that meets project and operational needs.
- To achieve operational excellence through rigorous technical screening, workforce quality assurance and adherence to West Virginia procurement requirements.
- To understand each agency's technology objectives and deliver skilled IT professionals who integrate seamlessly and contribute to successful outcome

CORE VALUES

Belief in People

We believe that talented technology professionals are the foundation of successful digital transformation and innovation. Vastek invests in recruiting, technical evaluation, professional development and workforce engagement to ensure our consultants consistently deliver exceptional results and support our clients' strategic technology objectives.

Client-Centered Approach

Our approach is built around understanding each client's business goals, technology environment and workforce requirements. We work closely with stakeholders to provide qualified IT professionals who integrate seamlessly into existing teams, contribute to project success and support operational excellence.

Commitment to Quality & Compliance

Vastek is committed to maintaining the highest standards of quality, integrity and compliance. Our comprehensive screening process includes technical assessments, employment verification, background checks, education validation and qualification reviews to ensure candidates meet all contractual and organizational requirements.

Integrity

Integrity is central to our operations. We maintain transparency in our staffing practices, billing procedures and regulatory compliance. We accept assignments only when we are confident in our ability to meet facility expectations and contract requirements fully.

Responsiveness & Reliability

We understand the importance of timely staffing support in today's rapidly evolving technology environment. Vastek maintains a responsive recruiting infrastructure capable of quickly sourcing, evaluating and delivering qualified technical professionals while ensuring continuous communication and dependable service throughout the engagement lifecycle

Results-Oriented Service

Our objective is to provide highly skilled technology professionals who drive measurable business outcomes, support project success, improve operational efficiency and contribute to the achievement of organizational goals. We focus on delivering value through quality talent, accountability and consistent performance.

Flexibility with Accountability

Healthcare environments require adaptability. We provide flexible staffing solutions while maintaining structured processes for compliance, reporting and performance oversight.

Our People

Vastek's team consists of experienced technical recruiters, account managers, compliance specialists and workforce management professionals who understand the complexities of technology staffing. Our team works collaboratively to identify top talent, validate technical qualifications, support onboarding activities and ensure successful consultant engagement throughout each assignment

Clients

Vastek partners with government agencies, public-sector organizations, educational institutions, healthcare technology organizations and enterprise clients to deliver high-quality IT staffing solutions. Our focus is on helping clients overcome workforce challenges, strengthen technology capabilities and successfully execute strategic initiatives through qualified technical talent.

Commitment to Healthcare Professionals

We foster a professional environment that supports our clinical staff through clear communication, compliance guidance and structured onboarding processes. By maintaining high standards and accountability, we help ensure successful assignments and positive outcomes for both facilities and staff.

Partnerships

We believe successful staffing engagements are built on long-term collaborative partnerships. Vastek works closely with clients, consultants and strategic partners to provide flexible, reliable and scalable workforce solutions that support evolving business and technology needs while maintaining transparency, accountability and service excellence.

SPECIALIZATIONS**Information Technology Staffing & Resource Augmentation**

Vastek specializes in delivering highly skilled Information Technology professionals to government agencies, public sector organizations and enterprise environments. We provide contract, contract-to-hire and project-based resources capable of supporting critical technology initiatives, operational functions and modernization programs. Our extensive talent network enables us to quickly identify and deploy professionals possessing both technical expertise and industry experience.

Our key staffing areas include:

- Senior SQL Server Database Administrators (DBAs)
- Business Analysts
- Application Developers and Software Engineers
- Systems Administrators
- Cloud and Infrastructure Engineers
- Network Administrators
- Cybersecurity Specialists
- Data Analysts and Reporting Professionals

- Project Managers and PMO Support
- Help Desk and Technical Support Professionals

Through comprehensive technical screening and qualification assessments, we ensure that every candidate possesses the required competencies, certifications and experience necessary to meet agency objectives.

Database Management & Data Services

Vastek has extensive expertise in providing database professionals who support the administration, maintenance, security and optimization of enterprise database environments. Our consultants assist organizations in maintaining reliable and secure data systems that support mission-critical operations.

Our database-related capabilities include:

- SQL Server Administration and Performance Tuning
- Database Design and Architecture
- Data Migration and Conversion Projects
- Backup, Recovery, and Disaster Recovery Planning
- Database Security and Access Management
- Data Warehousing and Reporting Solutions
- Business Intelligence Support
- Database Monitoring and Optimization

Our database specialists help organizations improve system performance, maintain data integrity and support strategic decision-making through effective data management practices.

Business Analysis & Strategic Technology Support

Vastek provides experienced Business Analysts who act as the bridge between business operations and technology teams. Our professionals facilitate requirements gathering, process analysis, stakeholder communication and solution development to ensure successful project outcomes.

Key service offerings include:

- Business and Functional Requirements Analysis
- Process Mapping and Workflow Optimization
- Gap Analysis and Solution Recommendations
- Documentation and Technical Specifications
- User Acceptance Testing (UAT) Coordination
- Stakeholder Engagement and Communication
- Change Management Support
- Project Documentation and Reporting

Our analysts help agencies identify opportunities for operational improvements while ensuring technology solutions align with organizational objectives.

Government IT Workforce Management

We provide structured workforce management services designed specifically for government agencies and public-sector technology initiatives.

Our workforce management services include:

- Recruitment and deployment
- Candidate sourcing and screening

- Technical assessment and qualification validation
- Background verification and employment eligibility checks
- Resource scheduling and workforce coordination
- Performance monitoring and engagement management
- Dedicated account and program management
- Continuous communication throughout the contract lifecycle

This approach enables agencies to quickly access qualified talent while minimizing recruitment timelines and administrative burdens.

Compliance, Contract Administration & Reporting

Vastek maintains rigorous compliance processes that support government contracting requirements and ensure transparency throughout project execution.

Our compliance and administrative capabilities include:

- Contract compliance monitoring
- Timesheet management and verification
- Invoice preparation and submission
- Payroll processing and tax administration
- Consultant onboarding and documentation management
- Record retention and audit support
- Performance and workforce reporting
- Adherence to federal, state and agency-specific requirements

Our established processes help ensure complete accountability, accurate reporting and successful contract administration.

Employer of Record (EOR) & Consultant Management Services

As the Employer of Record for assigned consultants, Vastek assumes responsibility for all employment-related obligations, allowing agencies to focus on achieving their technology objectives.

Our EOR services include:

- Payroll and compensation administration
- Employment documentation management
- Tax withholding and reporting
- Workers' compensation administration
- Workforce compliance management
- Benefits administration support
- Risk mitigation and employment compliance
- Consultant engagement and retention

By providing comprehensive EOR services, Vastek reduces administrative complexity while ensuring a compliant, stable and productive workforce.

Core Competencies

- IT Staffing & Resource Augmentation
- SQL Server Database Administration
- Business Analysis & Requirements Management
- Application Development Staffing

- Infrastructure & Cloud Support
- Project Management Services
- Government Technology Workforce Solutions
- Contract Staffing & Consulting Services
- Compliance & Workforce Administration
- Employer of Record (EOR) Services

ORGANIZATIONAL CAPACITY & SERVICE DELIVERY CAPABILITY

Vastek Inc. possesses the operational capacity, recruitment infrastructure and workforce management expertise required to support large-scale Information Technology staffing initiatives for government agencies. Through a combination of experienced recruitment professionals, technical screening processes, and dedicated account management, Vastek consistently delivers highly qualified IT professionals capable of supporting mission-critical projects and operational functions. Our scalable staffing model enables us to rapidly respond to evolving agency requirements while maintaining quality, compliance and service excellence. The RFP includes technology-focused positions such as Senior SQL Server Database Administrators and Business Analysts, which align directly with our areas of expertise.

IT Staffing Infrastructure

Vastek maintains a nationwide recruiting organization supported by experienced technical recruiters, talent acquisition specialists, account managers and workforce coordinators. This comprehensive staffing infrastructure enables us to identify, evaluate and deploy highly qualified technology professionals within aggressive project timelines.

Our recruitment capabilities include:

- Nationwide candidate sourcing and talent acquisition
- Dedicated technical recruiting teams
- Access to passive and active technology professionals
- Comprehensive technical screening and qualification validation
- Structured interview and assessment processes
- Rapid candidate identification and submission
- Workforce planning and resource allocation support
- Continuous engagement and talent pipeline development

This mature recruiting framework ensures access to highly skilled professionals capable of supporting government technology initiatives and enterprise IT environments.

Information Technology Staffing Experience

With more than a decade of professional staffing experience, Vastek has successfully supported public-sector and private-sector organizations by providing highly qualified technology resources across a broad range of disciplines.

Our experience includes staffing for:

- Database Administration
- Business Analysis
- Software Development
- Systems Administration
- Cloud Technologies
- Network Engineering
- Cybersecurity
- Data Analytics and Reporting

- Project and Program Management
- Technical Support Services

We understand the importance of delivering professionals who can quickly integrate into existing teams, contribute immediately to project objectives and maintain high-performance standards throughout the engagement.

Technical Screening & Qualification Management

Vastek utilizes a rigorous evaluation process to ensure candidates possess the skills, experience and qualifications necessary to meet agency requirements.

Our screening process includes:

- Detailed resume review and validation
- Technical competency assessments
- Structured behavioral interviews
- Employment history verification
- Professional reference checks
- Background screening
- Education verification
- Certification validation where applicable
- Work authorization verification

This comprehensive process helps ensure that only qualified candidates are presented for consideration, increasing submission quality and reducing hiring risks.

Compliance & Workforce Administration

Vastek maintains established procedures for contract compliance, workforce administration and regulatory adherence. Our compliance framework is designed to support government contracting requirements and ensure transparency throughout the staffing engagement lifecycle.

Our compliance capabilities include:

- Contractor onboarding and documentation management
- Employment eligibility verification
- Background check administration
- Contract compliance monitoring
- Timekeeping and attendance management
- Payroll and tax administration
- Workforce record management
- Audit support and documentation retention
- Federal, state and agency-specific compliance oversight

These processes ensure that all contractor engagements are managed efficiently and in accordance with applicable contractual requirements.

Client Support & Resource Management

Vastek employs a proactive account management approach designed to ensure successful contractor performance and client satisfaction throughout the duration of each engagement.

Our support model includes:

- Dedicated Account Manager

- Dedicated Recruiting Team
- Regular client communication and status updates
- Contractor performance monitoring
- Workforce issue resolution
- Escalation management procedures
- Resource replacement support when necessary
- Ongoing client satisfaction reviews

This structured engagement model enables us to build strong partnerships while ensuring continuity of service and project success.

Administrative & Reporting Capacity

Vastek possesses the administrative infrastructure necessary to support contract staffing engagements and associated reporting requirements.

We are equipped to provide:

- Accurate timesheet tracking and approval management
- Weekly or periodic invoicing based on contract requirements
- Payroll processing and tax administration
- Contractor utilization reporting
- Contract activity reporting
- Workforce reconciliation reporting
- Electronic payment support
- Audit-ready documentation management
- Performance and compliance reporting

Our internal systems ensure accuracy, transparency and efficient contract administration throughout the engagement lifecycle.

Service Level Commitments

To ensure consistent performance and exceptional service delivery, Vastek maintains measurable service standards aligned with government staffing requirements.

- Response to Staffing Requests: Within 24-48 hours
- Qualified Candidate Submissions: Typically, within 3-5 business days
- Submission Quality Rate: Approximately 95% of candidates meet stated qualifications
- Interview-to-Placement Ratio: High conversion rate due to rigorous pre-screening
- Assignment Completion Rate: Greater than 97%
- Resource Retention Rate: Greater than 95%
- Client Satisfaction Focus: Continuous performance monitoring and relationship management
- Replacement Resource Support: Expedited replacement process when required

These performance metrics reflect Vastek's commitment to providing dependable, high-quality staffing solutions while supporting the technology objectives of government agencies and public-sector organizations.

RECRUITMENT METHODOLOGY

Vastek Inc. follows a proven, technology-enabled, end-to-end recruitment and resource deployment methodology designed to deliver highly qualified Information Technology professionals for government, public sector and enterprise environments. Our recruitment framework combines structured workforce planning, advanced sourcing technologies, comprehensive candidate evaluations and continuous performance management to ensure that the right talent is deployed efficiently and aligned with client requirements.

Over the past 11 years, Vastek has refined its recruitment processes to support a wide range of technical staffing requirements including Database Administrators, Business Analysts, Cloud Professionals, Application Developers, Infrastructure Engineers, Cybersecurity Specialists and other highly specialized IT resources. Our methodology emphasizes speed, quality, compliance and successful workforce outcomes throughout the entire consultant lifecycle.

1. Requirement Intake & Analysis

Every staffing engagement begins with a detailed review of the client's staffing requirements. Our recruiting and account management teams collaborate closely with stakeholders to understand the position's technical requirements, experience expectations, project objectives, location, duration, work environment, reporting structure and any specialized qualifications required for successful performance.

During this phase, we establish:

- Position responsibilities and deliverables
- Required technical competencies
- Education and certification requirements
- Desired industry experience
- Project timelines and staffing priorities
- Client-specific compliance requirements
- Interview and onboarding expectations

2. Requirement Clarification & Recruitment Strategy Development

Following initial requirement intake, our recruitment team works by hiring stakeholders to refine and prioritize the position requirements. We identify mandatory qualifications, preferred skills, technical competencies and cultural fit considerations.

This phase includes:

- Requirement validation and prioritization
- Identification of critical skills
- Market availability analysis
- Candidate targeting strategy
- Resource allocation planning
- Recruitment timeline development

3. Talent Sourcing & Candidate Identification

Vastek utilizes a multi-channel sourcing strategy to identify qualified technology professionals quickly and effectively.

Our sourcing resources include:

- JobDiva Applicant Tracking System (ATS)
- Internal database of pre-screened consultants
- Active consultant network
- Professional networking platforms
- Industry-specific job boards

- Technology communities
- Employee referral programs
- Direct sourcing and targeted outreach
- Professional associations and technology groups
- Passive candidate engagement campaigns

4. Candidate Qualification & Evaluation

All potential candidates undergo a structured qualification process designed to verify technical capabilities, professional experience, and position suitability before submission.

Our evaluation methodology includes:

- Resume and employment history review
- Technical skill validation
- Business domain assessment
- Communication and interpersonal skills evaluation
- Technical interviews
- Behavioral interviews
- Reference verification
- Documentation review
- Qualification confirmation

5. Compliance Verification & Documentation Review

Prior to submission, Vastek conducts the necessary compliance and documentation reviews to verify candidate eligibility and readiness.

Verification activities may include:

- Background screening
- Employment authorization verification
- Education verification
- Professional certification validation
- Reference checking
- Employment history confirmation
- Client-specific compliance requirements

6. Candidate Submission & Client Selection

Qualified candidates are presented with comprehensive resume packages highlighting:

- Technical skills and expertise
- Relevant project experience
- Education and certifications
- Employment history
- Position-specific qualifications
- Availability and engagement details

Vastek coordinates all communications throughout the interview and selection process, ensuring timely scheduling, candidate preparation, stakeholder communication, and process transparency.

7. Resource Deployment & Onboarding

Upon selection, Vastek initiates a structured onboarding process designed to facilitate a smooth transition into the client's environment.

Our onboarding activities include:

- Completion of required employment documentation
- Compliance verification
- Assignment orientation
- Client-specific onboarding requirements
- Resource deployment coordination
- Start date management
- Workforce readiness confirmation

8. Performance Management & Ongoing Support

Vastek's engagement does not end with placement. We maintain continuous communication with both clients and consultants throughout the assignment lifecycle.

Our workforce support activities include:

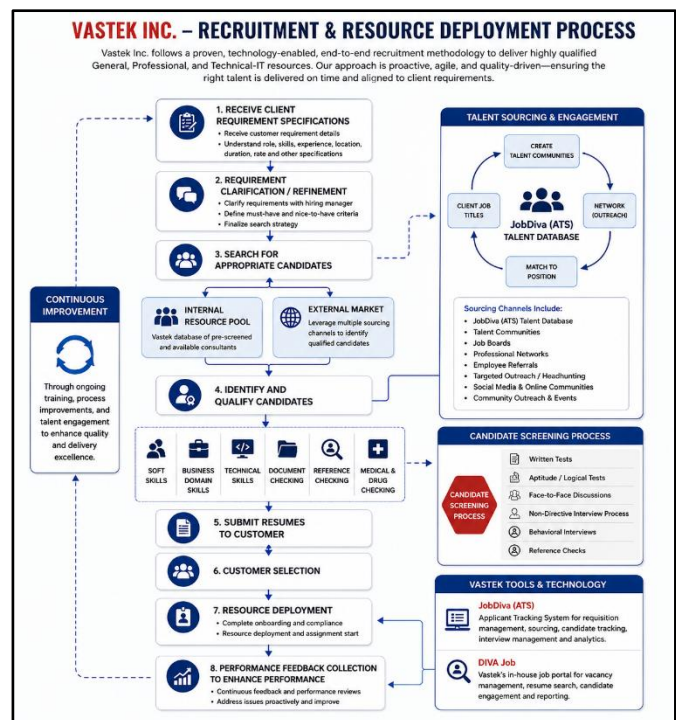
- Regular performance reviews
- Client feedback collection
- Consultant engagement management
- Issue escalation and resolution
- Resource retention initiatives
- Assignment progress monitoring
- Workforce continuity planning

Continuous Improvement Framework

A key component of Vastek's recruitment strategy is our commitment to continuous improvement. Through ongoing recruiter training, performance analysis, candidate feedback, client satisfaction reviews and process optimization initiatives, we continuously enhance recruitment effectiveness and service quality.

Our continuous improvement program focuses on:

- Improving submission quality
- Reducing time-to-fill metrics
- Enhancing candidate experience
- Strengthening recruiter effectiveness
- Expanding talent communities
- Leveraging recruitment technologies
- Increasing client satisfaction



Recruitment Technologies

To support efficient recruitment and workforce management, Vastek utilizes industry-leading technology platforms, including:

- JobDiva ATS for candidate sourcing, requisition management, interview tracking, workflow automation, reporting and analytics.
- DIVA Job Portal for vacancy management, candidate engagement, resume search, workforce tracking and operational reporting.
- Internal talent databases and consultant relationship management tools.
- Advanced sourcing and recruitment marketing technologies.

QUALITY ASSURANCE PROGRAM

Vastek Inc. maintains a comprehensive Quality Assurance Program designed to ensure that every consultant provided under this contract consistently meets client expectations, project requirements and performance standards. Our quality management framework combines rigorous candidate screening, structured onboarding, ongoing performance monitoring and continuous improvement initiatives to maximize workforce effectiveness and client satisfaction. Leveraging more than 11 years of staffing experience, Vastek has developed proven quality controls that support successful project delivery while minimizing staffing risks.

Our quality assurance process begins during recruitment and continues throughout the consultant engagement lifecycle. Prior to submission, candidates undergo detailed technical assessments, experience verification, qualification reviews, reference checks and background screening to ensure they possess the skills and competencies required for successful performance. Every candidate is evaluated against both the technical requirements of the position and the operational needs of the client organization.

Once consultants are deployed, Vastek implements structured performance monitoring activities including regular communication with client managers, consultant engagement reviews, performance assessments and issue resolution procedures. Our account management team proactively collects feedback from both consultants and client stakeholders to identify opportunities for improvement and ensure continued alignment with project objectives.

The Quality Assurance Program includes:

- Comprehensive candidate screening and qualification validation
- Technical competency assessments
- Background and employment verification
- Structured onboarding procedures
- Consultant performance monitoring
- Client satisfaction reviews
- Escalation and issue resolution management
- Continuous process improvement initiatives
- Quality metrics and reporting
- Workforce retention management

RISK MITIGATION & RESOURCE CONTINUITY PLAN

Vastek recognizes that workforce continuity is critical to the successful execution of technology projects and ongoing operational support. To minimize staffing disruptions and ensure uninterrupted service delivery, Vastek maintains a comprehensive Risk Mitigation and Resource Continuity Plan designed to proactively address potential workforce challenges before they impact project performance.

Our recruiting organization maintains extensive candidate pipelines for all major technology disciplines identified in this solicitation, allowing us to rapidly identify qualified replacement resources whenever necessary. Through our nationwide recruiting network, internal consultant database and strategic sourcing capabilities, we continuously cultivate a pool of pre-qualified technology professionals capable of supporting client requirements.

To support continuity of service, Vastek employs several risk mitigation strategies, including proactive consultant engagement, frequent communication, performance monitoring, succession planning and resource backup identification. Our account management team maintains regular contact with consultants and client stakeholders to identify potential concerns early and implement corrective actions before service disruptions occur.

Our Resource Continuity Program includes:

- Dedicated recruiting and account management teams
- Backup candidate pipelines for critical positions

- Continuous candidate sourcing activities
- Consultant retention and engagement initiatives
- Workforce succession planning
- Knowledge transfer support
- Rapid replacement procedures
- Ongoing performance monitoring
- Escalation management processes
- Business continuity planning

EXPERIENCE

Vastek Inc. brings over 11 years of proven experience in Information Technology staffing, workforce solutions and consulting services, successfully delivering highly skilled technology professionals to government agencies, public sector organizations, healthcare IT environments across the United States. Since 2015, Vastek has built a strong reputation for identifying, recruiting and deploying top-tier technology talent capable of supporting complex business initiatives, mission-critical systems and large-scale digital transformation programs. Our experience spans the full lifecycle of IT workforce management, from talent acquisition and technical evaluation to onboarding, engagement management, compliance administration and consultant retention. The positions identified in this solicitation, including Senior SQL Server Database Administrator and Business Analyst, closely align with our established areas of expertise and long-standing service delivery model.

Throughout our organization's history, Vastek has successfully supported clients facing rapidly changing technology demands by providing qualified professionals who possess both technical expertise and business acumen. Our staffing services have contributed to the successful execution of enterprise application implementations, cloud migration initiatives, infrastructure modernization projects, data management programs, cybersecurity enhancements, business process improvement efforts and enterprise software development initiatives. By maintaining an extensive nationwide network of technology professionals, we can consistently identify candidates who not only satisfy technical requirements but also fit the organizational culture and long-term objectives of our clients. This approach has enabled us to build lasting client relationships and achieve high consultant retention and assignment completion rates.

Vastek possesses extensive experience staffing a broad range of technology positions essential to modern government and enterprise operations. Our recruiting teams routinely source and place Database Administrators, Business Analysts, Software Developers, Systems Administrators, Cloud Engineers, Infrastructure Specialists, Network Engineers, Cybersecurity Professionals, Data Analysts, Project Managers, Technical Architects, Quality Assurance Analysts and Help Desk professionals. Through years of experience recruiting within highly competitive technology markets, we have developed sophisticated sourcing strategies, talent pipelines and technical evaluation methodologies that allow us to rapidly locate qualified candidates while maintaining exceptional quality standards. This capability enables us to respond quickly to staffing requests and provide highly qualified professionals within the timelines required by our clients.

A key strength of Vastek's experience lies in our ability to support organizations that depend on secure, reliable and high-performing data environments. We have successfully provided database professionals with expertise in Microsoft SQL Server administration, database architecture, performance optimization, disaster recovery planning, security management, data migration and enterprise reporting solutions. These professionals play a critical role in maintaining system availability, safeguarding organizational data and ensuring business continuity. Our experience working with database administrators has provided us with a deep understanding of the technical competencies, certifications and practical experience necessary to support enterprise database environments effectively. As a result, we are well-positioned to identify candidates capable of contributing immediately to database management initiatives and supporting mission-critical business operations.

Equally important is our extensive experience supplying Business Analysts who serve as a vital link between organizational stakeholders and technical teams. Vastek has successfully recruited and placed Business Analysts responsible for requirements gathering, business process analysis, workflow optimization, systems implementation support, stakeholder engagement, user acceptance testing and project documentation. These professionals help organizations improve operational efficiency by ensuring that technology solutions align with strategic business objectives. Our understanding of the Business Analyst role allows us to carefully evaluate candidates based on communication skills, analytical capabilities, project experience and technical knowledge, ensuring that our clients receive consultants capable of driving successful project outcomes.

Over the past eleven years, Vastek has refined a comprehensive candidate qualification process designed to maximize submission quality and placement success. Every candidate undergoes a structured screening and assessment process that includes detailed resume evaluation, technical skills verification, professional interviews, employment history validation, education verification, reference checking and background screening. Where applicable, certifications and specialized technical credentials are also verified to ensure compliance with client requirements. This multi-layered quality assurance process significantly reduces hiring risk and enables us to consistently deliver candidates who meet or exceed the requirements outlined in staffing solicitations and project statements of work.

Beyond recruitment and placement services, Vastek has extensive experience managing the administrative and operational responsibilities associated with contract staffing engagements. Our workforce management capabilities include consultant onboarding, payroll administration, timesheet management, invoicing, compliance monitoring, performance tracking, contract reporting and resource retention support. Dedicated account managers and recruiting teams work closely with both clients and consultants throughout the engagement lifecycle to ensure successful project execution, proactive issue resolution and sustained workforce stability. This full-service staffing approach allows our clients to focus on achieving business and technology objectives while Vastek manages the complexities of workforce administration and contract compliance.

Vastek's success is built on a demonstrated ability to maintain responsiveness, quality and accountability throughout every engagement. Our nationwide recruiting reach, scalable staffing infrastructure and experienced delivery teams enable us to support both small, specialized staffing requests and large-scale resource augmentation initiatives. We understand the importance of meeting project deadlines, maintaining workforce continuity and providing candidates who can contribute productively from the first day of assignment. Our commitment to service excellence, combined with over a decade of IT staffing experience, positions Vastek as a trusted partner capable of supporting the technology staffing objectives of the West Virginia Office of Technology and other government organizations seeking reliable, high-quality IT workforce solutions.

Vastek Inc.'s Experience with Government Clients

- State of North Carolina
- Florida Department of Business and Professional Regulation's
- State of Kentucky
- State of Alabama
- U.S. Army (Mission and Installation Contracting Command - MICC)
- U.S. Army (New York)
- State of MA

Vastek Inc.'s Experience with Public Sector Clients

- UC San Diego
- NYC Health
- Sawgrass Healthcare
- Sanford Burnham Prebys Medical Discovery Institute

Vastek Inc.'s Experience with Private MSPs Supporting Public Sector Clients

Through strategic partnerships with private staffing and MSP firms, Vastek Inc. has supported public sector operations by providing workforce solutions to hospitals, universities, and agencies contracted through these intermediaries.

- Davin Healthcare
- AHSA
- AYA Healthcare

Name of Client	No. of Years	Description of Services
State of North Carolina	3+ Years	Provided comprehensive IT staffing and resource augmentation services supporting state government technology initiatives. Supplied highly qualified professionals including Business Analysts, Application Developers, Systems Administrators, Database Administrators, Project Managers and Technical Support Specialists. Supported modernization projects, enterprise applications, infrastructure upgrades, data management initiatives and operational support functions while ensuring compliance with state contracting requirements.
State of Kentucky	3+ Years	Delivered enterprise IT staffing solutions for multiple agency technology programs. Services included sourcing and placement of Business Analysts, SQL Database Administrators, Software Developers, Quality Assurance Analysts and Infrastructure Engineers. Supported agency modernization efforts, business process improvement initiatives, system implementation projects and ongoing technology operations through rapid staffing and workforce management services.
State of Alabama	2+ Years	Provided skilled technology professionals for state government programs requiring specialized IT expertise. Resources included Database Administrators, Project Managers, Business Analysts, Application Support Specialists and Network Professionals. Assisted agencies with digital transformation initiatives, enterprise system maintenance, cloud migration efforts and technology infrastructure support while maintaining strong contract performance standards.
University of California San Diego (UCSD)	4+ Years	Supplied experienced IT professionals supporting higher education and research technology environments. Services included staffing Software Developers, Database Administrators, Business Analysts, Data Analysts, Cloud Engineers and Technical Support personnel. Supported research systems, enterprise applications, data reporting platforms, cybersecurity initiatives and institutional technology modernization projects.
Sanford Burnham Prebys Medical Discovery Institute	3+ Years	Provided specialized IT staffing and technology consulting resources supporting scientific research and operational technology functions. Delivered Database Administrators, Systems Engineers, Data Analysts, Application Developers, and Business Analysts responsible for maintaining enterprise systems, research data environments, reporting applications and business-critical technology infrastructure.

AYA Healthcare

2+ Years

Provided technology staffing solutions supporting enterprise business operations and workforce management systems. Resources included Business Analysts, Software Engineers, Database Administrators, Reporting Specialists, Project Coordinators and Technical Support Professionals. Supported application development, system enhancements, reporting initiatives and technology-driven business operations.

Major Government Clients



LABOR CATEGORY SUPPORT MATRIX

Vastek maintains extensive experience recruiting, evaluating and deploying professionals across the technology disciplines identified in this solicitation. Through our specialized recruiting teams, nationwide talent network and technical screening processes, we are prepared to support the full range of staffing classifications required by the West Virginia Office of Technology.

Labor Category	Vastek Capability
Senior Web Application Analyst	Experienced in sourcing web application analysts, application architects, and enterprise application specialists.
CRM Application Analyst	Proven capability supporting CRM implementation, administration, integration and business process optimization resources.
Senior SQL Server Database Administrator	Extensive experience recruiting SQL Server DBAs with expertise in database administration, performance tuning, backup and recovery, security and disaster recovery.
Business Analyst	Strong staffing experience supporting requirements gathering, process analysis, stakeholder engagement, testing and project documentation.

Learning Management System & eLearning Development Specialist	Experienced sourcing LMS administrators, instructional designers and eLearning specialists supporting training initiatives.
Cloud Financial Operations Specialist	Access to professionals specializing in cloud cost optimization, budgeting, utilization analysis and FinOps governance.
Cloud Architect	Capability to provide cloud architects with experience in AWS, Azure, Google Cloud, hybrid cloud environments and cloud transformation initiatives.
Cloud Security Professional	Experienced recruiting cloud security specialists supporting identity management, governance, compliance, risk management and security monitoring.
Cloud Platform Engineer	Capability to source cloud engineers responsible for deployment, automation, orchestration and platform administration.
Cloud Network Engineer	Experienced in providing cloud networking specialists supporting infrastructure connectivity, network design and cloud integration.
Cloud Systems Management Engineer	Access to professionals responsible for cloud operations, monitoring, system performance and platform optimization.
Cloud Center of Excellence (CCOE) Implementation Specialist	Experienced supporting cloud governance, framework implementation, organizational transformation and cloud adoption initiatives.
Mainframe Systems Programmer	Capability to recruit experienced mainframe professionals supporting system programming, maintenance, modernization and legacy platform operations.

CAPABILITIES

Vastek Inc. offers a scalable, responsive and quality-driven Information Technology staffing solution tailored to support the workforce requirements of the West Virginia Office of Technology. With over 11 years of experience in IT staffing and workforce solutions, Vastek has successfully delivered highly qualified technology professionals to government agencies, public sector organizations, higher education institutions, healthcare organizations and enterprise clients across the United States. Our proven recruiting infrastructure, extensive technology talent network and rigorous qualification processes enable us to consistently provide skilled professionals who can support mission-critical technology initiatives and operational objectives. The staffing categories identified in this solicitation, including Senior SQL Server Database Administrators and Business Analysts, align directly with our core areas of expertise.

Our client-focused delivery model emphasizes quality, responsiveness, compliance and long-term workforce success. We leverage a nationwide recruitment network, experienced technical recruiters and established screening methodologies to provide candidates who possess the technical skills, business knowledge and professional experience necessary to contribute immediately to agency operations and strategic technology initiatives.

Core Capabilities

- We provide timely and efficient placement of qualified IT professionals through a streamlined recruitment process supported by dedicated technical recruiters and an extensive nationwide talent network.
- We specialize in identifying and recruiting highly skilled technology resources including Senior SQL Server Database Administrators, Business Analysts, Application Developers, Systems Administrators, Infrastructure Engineers, Cloud Specialists, Project Managers and Technical Support Professionals.
- We maintain robust candidate pipelines that enable rapid response to staffing requests and support both short-term project requirements and long-term resource augmentation initiatives.

- We utilize comprehensive screening methodologies that include technical evaluations, competency assessments, employment verification, reference checks, education validation and background screening to ensure candidate quality and suitability.
- We recruit professionals with demonstrated experience supporting enterprise technology environments, database administration, system modernization initiatives, business process improvements, application development projects, infrastructure operations and strategic technology programs.
- We maintain experienced recruiting teams with expertise in understanding technical requirements, evaluating specialized skill sets and matching candidates to specific project and organizational needs.
- We leverage advanced applicant tracking systems, workforce management tools, and recruitment technologies to ensure efficient candidate sourcing, submission tracking, compliance monitoring and performance reporting.
- We provide dedicated account management and recruiting support throughout the staffing lifecycle, ensuring clear communication, responsiveness and successful resource engagement.
- We maintain a scalable delivery model capable of supporting individual placements, project-based staffing requirements and large-scale workforce augmentation initiatives across multiple technology disciplines.
- We conduct detailed candidate evaluations to verify technical proficiency in areas such as SQL Server administration, database management, business analysis, requirements gathering, systems integration, application support, cloud platforms and enterprise technologies.
- We ensure all proposed candidates are thoroughly reviewed against position requirements, minimizing recruitment risks and maximizing candidate-to-position alignment.
- We support onboarding readiness by coordinating documentation, employment verification, project requirements review and engagement preparation to facilitate seamless consultant transitions into client environments.
- We maintain ongoing communication with both client stakeholders and consultants throughout assignments to support performance, retention, engagement continuity and successful project outcomes.
- We provide comprehensive workforce administration services including payroll processing, time sheet management, invoicing, reporting, compliance oversight and contractor support.
- We maintain strong quality assurance processes designed to monitor consultant performance, address workforce challenges proactively and ensure high levels of client satisfaction throughout the engagement period.
- We support agencies with contract administration requirements including accurate invoices, workforce reporting, documentation retention, audit support and regulatory compliance management.
- We operate with a service-oriented approach focused on responsiveness, accountability, transparency and continuous improvement to ensure successful staffing outcomes and long-term client partnerships.