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Header 1

List View

General Information

[Contact](#)

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[Clarification Request](#)

Procurement Folder: 2020855

Procurement Type: Statewide MA (Open End)

Vendor ID: VS0000046947

Legal Name: Techgene Solutions LLC

Alias/DBA:

Total Bid: \$1,818,273.60

Response Date: 09/23/2026

Response Time: 12:01

Responded By User ID: TechgeneSol02

First Name: Usha

Last Name: Sylada

Email: registrations@techgene.cor

Phone: 2147322477

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 ESR09232600000003124	1

VENDOR
VS0000046947
Techgene Solutions LLC

Solicitation Number: CRFQ 0231 OOT2700000006
Total Bid: 1818273.600000000093132257461 **Response Date:** 2026-09-23 **Response Time:** 12:01:55
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	64.980000	135158.40

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	66.880000	139110.40

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	63.750000	132600.00

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	59.990000	124779.20

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	62.950000	130936.00

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	64.970000	135137.60

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	81.920000	170393.60

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	69.990000	145579.20

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	68.950000	143416.00

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	63.990000	133099.20

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	69.550000	144664.00

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	67.750000	140920.00

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	68.500000	142480.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Commodity Line Comments:**Extended Description:**

Mainframe Systems Programmer

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

State of West Virginia
Centralized Request for Quote
Service - Prof

Proc Folder: 2020855

Doc Description: Addendum No 2 -Temporary Technical Staffing Services

Reason for Modification:

Addendum No 2 is issued to publish vendor questions with the agency's responses.

Proc Type: Statewide MA (Open End)

Date Issued	Solicitation Closes	Solicitation No	Version
2026-09-16	2026-09-23 13:30	CRFQ 0231 OOT2700000006	3

BID RECEIVING LOCATION

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

VENDOR

Vendor Customer Code: VS0000046947

Vendor Name : Techgene Solutions LLC

Address : 300 East Royal Lane, Suite 109, Dallas County

Street :

City : Irving

State : Texas

Country : USA

Zip : 75039

Principal Contact : Usha Sylada

Vendor Contact Phone: 214-732-2477

Extension: N/A

FOR INFORMATION CONTACT THE BUYER

Toby L Welch
(304) 558-8802
toby.l.welch@wv.gov

Vendor
Signature X

Usha Sylada

68-0520815

FEIN#

09/23/2026

DATE

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



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

State of West Virginia
Centralized Request for Quote
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COVER LETTER

Date: September 23, 2026

West Virginia Purchasing Division

On behalf of

West Virginia Office of Technology (WVOT)

2019 Washington Street East

Charleston, WV 25305

Subject: Proposal Submission – CRFQ OOT2700000006 – Temporary Technical Staffing Services

Dear Evaluation Committee,

Techgene Solutions LLC respectfully submits this proposal in response to **CRFQ OOT2700000006 – Temporary Technical Staffing Services**. We appreciate the opportunity to support the **West Virginia Office of Technology (WVOT)** by providing qualified technology professionals who can effectively support the State's evolving operational and technology requirements.

For **24 years**, Techgene has delivered workforce solutions to government agencies, educational institutions, transportation organizations, and enterprise clients nationwide. Our expertise spans **IT staff augmentation, temporary technical staffing, contract staffing, direct hire, contract-to-hire, and workforce management solutions**, supported by a proven delivery infrastructure designed to identify, qualify, and deploy specialized talent.

Techgene brings extensive experience supporting public-sector technology environments, including statewide staffing and IT augmentation programs for organizations such as the **West Virginia Department of Administration, State of Idaho, Florida Department of Management Services, Oklahoma Office of Management & Enterprise Services, and South Dakota Department of Social Services**. These engagements have strengthened our understanding of government procurement processes, compliance expectations, multi-agency support models, and the importance of reliable workforce continuity.

Our delivery model is supported by:

- ❖ A dedicated technology recruiting and delivery organization with **45+ recruiting professionals**;
- ❖ A nationwide sourcing capability supported by a **5M+ candidate network**;
- ❖ Structured screening and qualification processes to ensure alignment between technical requirements and candidate capabilities;
- ❖ Experience operating within public-sector, MSP, and VMS environments;
- ❖ Dedicated account management and ongoing performance support throughout each assignment.

Techgene understands that WVOT requires a staffing partner capable of providing highly qualified professionals across diverse technology disciplines, including application development, database administration, cloud technologies, cybersecurity, infrastructure, networking, business analysis, and enterprise technology platforms. Our approach combines responsive recruiting, rigorous qualification processes, compliance management, and proactive workforce support to help agencies meet critical technology objectives.

Techgene has carefully reviewed the requirements, specifications, and contractual obligations outlined in **CRFQ OOT2700000006**. We acknowledge and accept the solicitation requirements and submit our proposal **without exception**. Techgene will serve as the **prime contractor** and assumes full responsibility for contract performance, personnel management, compliance obligations, and successful delivery of services.



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

State of West Virginia
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Techgene Acknowledges that the response is prepared in accordance with the terms and conditions mentioned in the CRFQ document, Addendum 1 and Addendum 2.

Our proposed pricing has been developed in accordance with the solicitation requirements and reflects fully burdened hourly rates inclusive of all applicable costs required for successful contract execution.

As instructed by the agency and clarified in the Addendum, Techgene has uploaded pricing for all the positions on the WV Oasis portal.

Thank you for considering Techgene Solutions LLC as a partner for WVOT's Temporary Technical Staffing Services requirements. We look forward to the opportunity to deliver responsive, dependable, and high-quality workforce solutions that support the State of West Virginia's technology mission.

Sincerely,

A handwritten signature in cursive script that reads "Usha Sylada".

Usha Sylada

Vice President – Operations
Techgene Solutions LLC

300 East Royal Lane, Suite 109
Irving, Texas 75039

Phone: 214-732-2477
Email: usha.s@techgene.com



SIGNATURE PAGE

DESIGNATED CONTACT: Vendor appoints the individual identified in this Section as the Contract Administrator and the initial point of contact for matters relating to this Contract.

(Printed Name and Title) Usha Sylada (VP - Operations)

(Address) 300 East Royal Lane, Suite 109, Dallas County, Irving, TX 75039

(Phone Number) / (Fax Number) Ph. 214-732-2477

(email address) usha.s@techgene.com

CERTIFICATION AND SIGNATURE: By signing below, or submitting documentation through wvOASIS, I certify that: I have reviewed this Solicitation/Contract in its entirety; that I understand the requirements, terms and conditions, and other information contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation/Contract for that product or service, unless otherwise stated herein; that the Vendor accepts the terms and conditions contained in the Solicitation, unless otherwise stated herein; that I am submitting this bid, offer or proposal for review and consideration; that this bid or offer was made without prior understanding, agreement, or connection with any entity submitting a bid or offer for the same material, supplies, equipment or services; that this bid or offer is in all respects fair and without collusion or fraud; that this Contract is accepted or entered into without any prior understanding, agreement, or connection to any other entity that could be considered a violation of law; that I am authorized by the Vendor to execute and submit this bid, offer, or proposal, or any documents related thereto on Vendor's behalf; that I am authorized to bind the vendor in a contractual relationship; and that to the best of my knowledge, the vendor has properly registered with any State agency that may require registration.

By signing below, I further certify that I understand this Contract is subject to the provisions of West Virginia Code § 5A-3-62, which automatically voids certain contract clauses that violate State law; and that pursuant to W. Va. Code 5A-3-63, the entity entering into this contract is prohibited from engaging in a boycott against Israel.

Techgene Solutions LLC

(Company) Usha Sylada

(Signature of Authorized Representative) Usha Sylada (VP - Operations) 09/15/2026

(Printed Name and Title of Authorized Representative) (Date) Ph. 214-732-2477 Fax. N/A

(Phone Number) (Fax Number) usha.s@techgene.com

(Email Address)

Revised 8/24/2023



EXECUTIVE SUMMARY

Techgene Solutions LLC respectfully submits this proposal in response to **CRFQ OOT2700000006 – Temporary Technical Staffing Services**. Techgene understands that the West Virginia Office of Technology (WVOT) requires a dependable workforce partner capable of providing highly qualified technical professionals, responding quickly to evolving technology needs, and supporting the State’s mission through reliable, compliant, and scalable staffing solutions.

With **24 years of experience delivering technology staffing and workforce solutions**, Techgene has built a proven reputation as a trusted partner to government agencies, educational institutions, transportation organizations, and enterprise clients nationwide. Our experience extends beyond candidate sourcing, we provide complete workforce delivery capabilities encompassing requirement analysis, targeted recruitment, technical qualification, compliance management, onboarding support, consultant care, and ongoing assignment management.

A PROVEN PARTNER FOR PUBLIC-SECTOR TECHNOLOGY STAFFING

Techgene brings direct experience supporting government organizations operating within complex procurement environments where responsiveness, accountability, compliance, and resource quality are critical success factors.

Our public-sector portfolio includes statewide and agency-level staffing engagements with organizations such as:

- ❖ **West Virginia Department of Administration – Technical Temporary Staffing Services**
- ❖ **State of Idaho – Statewide Temporary Staffing Services**
- ❖ **Florida Department of Management Services – Information Technology Staff Augmentation Services**
- ❖ **Oklahoma Office of Management & Enterprise Services – IT Staff Augmentation**
- ❖ **South Dakota Department of Social Services – Temporary Professional Staff Services**

These engagements demonstrate Techgene’s ability to support government clients requiring specialized professionals, structured workforce processes, and consistent service delivery across diverse operational environments.

For WVOT, this existing public-sector experience translates into a reduced implementation risk. Techgene understands the importance of operating within government frameworks, meeting documentation requirements, supporting agency stakeholders, and maintaining continuity throughout the staffing lifecycle.

ENTERPRISE-SCALE RECRUITING CAPACITY WITH SPECIALIZED TECHNICAL EXPERTISE

WVOT’s requirements span multiple technical disciplines, including application development, cloud technologies, cybersecurity, database administration, infrastructure, networking, business analysis, enterprise applications, and legacy platforms. Techgene maintains the recruiting depth and technical expertise necessary to support both specialized and high-volume requirements.

Our delivery capabilities are supported by:

- ❖ **250+ employees** supporting national workforce operations;
- ❖ **45+ specialized recruiters and delivery professionals** focused on identifying and engaging qualified talent;
- ❖ A **5M+ candidate ecosystem** consisting of internal ATS resources, professional networks, sourcing channels, and industry relationships;
- ❖ Established recruiting practices designed to identify professionals across emerging and traditional technology disciplines.



A DISCIPLINED APPROACH TO QUALITY RESOURCE DELIVERY

Techgene recognizes that successful IT staffing is measured not by the number of resumes submitted, but by the quality, suitability, and long-term success of the professionals placed. Our delivery methodology includes:

- ❖ Detailed review of technical requirements and assignment expectations;
- ❖ Targeted sourcing through internal and external talent channels;
- ❖ Technical and behavioral screening;
- ❖ Verification of qualifications, experience, and availability;
- ❖ Compliance documentation management;
- ❖ Coordinated onboarding support;
- ❖ Ongoing communication and assignment support.

Each candidate presented by Techgene is evaluated against the specific needs of the requesting agency to ensure alignment with technical requirements, organizational expectations, and assignment objectives.

COMMITMENT TO WVOT'S MISSION AND SERVICE EXPECTATIONS

Techgene approaches this engagement as a long-term partnership rather than a transactional staffing arrangement. We understand that WVOT requires a staffing provider capable of responding quickly, maintaining service quality, and supporting agencies throughout the entire engagement lifecycle.

Through dedicated account management, experienced recruiting teams, and established operational processes, Techgene will provide WVOT with:

- ❖ Responsive fulfillment of technical staffing requests;
- ❖ Access to qualified technology professionals;
- ❖ Consistent communication and visibility;
- ❖ Compliance-focused workforce administration;
- ❖ Reliable support throughout each assignment.

WHY TECHGENE

Techgene offers WVOT the combination of capabilities most critical for successful technology staffing delivery:

TECHGENE ADVANTAGE	VALUE DELIVERED TO WVOT
PUBLIC-SECTOR EXPERIENCE	Proven experience supporting government agencies and operating within structured public-sector procurement environments. Techgene understands the importance of compliance, accountability, transparency, and reliable service delivery required by state agencies.
TECHNICAL RECRUITING DEPTH	Specialized technology recruiters with experience identifying, evaluating, and delivering qualified professionals across diverse IT disciplines, including application development, cloud, cybersecurity, infrastructure, database, and enterprise technologies.
OPERATIONAL SCALE & DELIVERY CAPACITY	Established workforce delivery infrastructure supported by 250+ employees, 45+ recruiting and delivery professionals, and a 5M+ candidate network , enabling Techgene to support both specialized resource requirements and multiple concurrent staffing needs.
COMPLIANCE DISCIPLINE	Mature processes designed to support government contracting requirements, including qualification validation, documentation management, onboarding coordination, workforce administration, and ongoing contract compliance.
COMMITMENT TO PARTNERSHIP	A dedicated service approach focused on responsiveness, communication, accountability, and measurable outcomes. Techgene works collaboratively with clients to ensure staffing continuity and successful assignment delivery.



UNDERSTANDING OF THE SCOPE AND REQUIREMENTS

Techgene Solutions LLC understands that the West Virginia Office of Technology (WVOT) is seeking a qualified and experienced staffing partner capable of providing temporary technical professionals to support the State's technology operations, project initiatives, and evolving workforce requirements.

WVOT requires more than a traditional recruiting provider. The successful vendor must demonstrate the ability to consistently identify, qualify, and deliver skilled technology professionals across a broad range of technical disciplines while maintaining compliance with state requirements, supporting agency stakeholders, and ensuring continuity throughout each assignment.

Techgene understands that the engagement requires a flexible and scalable staffing model capable of supporting both immediate resource needs and longer-term technology workforce demands across participating state agencies.

UNDERSTANDING OF WVOT'S TECHNOLOGY STAFFING NEEDS

Based on our review of the solicitation requirements, Techgene understands that WVOT requires access to qualified professionals supporting a wide range of technical functions, including:

TECHNOLOGY AREA	UNDERSTANDING OF RESOURCE NEEDS
APPLICATION DEVELOPMENT	Professionals capable of supporting web applications, enterprise applications, software development, enhancements, maintenance, and modernization initiatives.
CRM & ENTERPRISE APPLICATIONS	Technical resources supporting enterprise platforms, application configuration, administration, and functional/technical analysis.
DATABASE ADMINISTRATION	Experienced database professionals capable of supporting database management, optimization, administration, and operational requirements.
BUSINESS ANALYSIS	Resources who can analyze business needs, document requirements, support stakeholders, and facilitate technology solutions.
CLOUD TECHNOLOGIES	Specialists supporting cloud architecture, cloud operations, cloud engineering, and cloud platform management.
CYBERSECURITY	Professionals supporting security operations, risk management, compliance, and protection of technology environments.
INFRASTRUCTURE & NETWORKING	Technical specialists supporting systems administration, network operations, infrastructure management, and platform stability.
QUALITY ASSURANCE	QA professionals supporting testing activities, validation, defect management, and application quality initiatives.
ENTERPRISE & LEGACY TECHNOLOGIES	Specialized professionals supporting enterprise platforms and legacy environments, including mainframe technologies.



UNDERSTANDING OF THE REQUIRED STAFFING DELIVERY MODEL

Techgene understands that WVOT requires a staffing partner capable of providing qualified personnel when requested by the State. Successful delivery requires:

Rapid Resource Identification

Techgene maintains proactive talent pipelines and leverages multiple sourcing channels to quickly identify qualified professionals for specialized and hard-to-fill technology requirements.

Precise Technical Alignment

Candidates are evaluated beyond resume keywords to ensure alignment with the required **technical competencies, relevant project experience, public-sector or enterprise experience, availability, communication skills, and assignment expectations.**

Compliance & Documentation Control

Techgene maintains disciplined processes for **qualification validation, resume verification, employment documentation, required screenings, assignment records, and contract compliance**, ensuring accuracy and accountability throughout the staffing lifecycle.

Workforce Continuity

Techgene provides ongoing consultant engagement and proactive performance support to promote retention, address concerns early, and facilitate **timely replacement when necessary to minimize disruption to State operations.**

UNDERSTANDING OF GEOGRAPHIC AND OPERATIONAL REQUIREMENTS

Techgene understands that WVOT's requirements may support agencies throughout the State of West Virginia, with staffing needs potentially occurring across different locations and operational environments.

Techgene's nationwide recruiting and delivery model enables us to identify qualified professionals while supporting the State's need for flexibility, responsiveness, and workforce availability.

Our existing experience supporting West Virginia public-sector staffing requirements through the **West Virginia Department of Administration – Technical Temporary Staffing Services contract** provides additional familiarity with the expectations associated with supporting state agencies.

UNDERSTANDING OF VENDOR RESPONSIBILITIES & SERVICE COMMITMENTS

Techgene understands that successful performance under this contract requires more than resource placement. The awarded vendor must provide qualified personnel, maintain compliance with contractual obligations, support knowledge transfer, and ensure reliable workforce continuity throughout the contract lifecycle.

VENDOR RESPONSIBILITY

TECHGENE'S COMMITMENT / APPROACH

QUALIFIED RESOURCE DELIVERY

Provide qualified technical professionals who meet WVOT's required skills, experience, classification requirements, and assignment expectations.

RECRUITMENT & CANDIDATE QUALIFICATION

Manage end-to-end recruitment activities, including sourcing, screening, qualification review, resume validation, availability confirmation, and candidate submission.

ONBOARDING & ASSIGNMENT COORDINATION

Support a smooth transition of selected resources through onboarding coordination, documentation completion, assignment alignment, and communication with agency stakeholders.

PERSONNEL & COMPLIANCE DOCUMENTATION

Maintain accurate records related to candidate qualifications, employment documentation, required verifications, assignment details, and other contract-



	required documentation.
INSURANCE & CONTRACT COMPLIANCE	Techgene will maintain all insurance required under the solicitation, including the required Commercial General Liability and Workers' Compensation coverage, and will provide certificates of insurance and any required Additional Insured documentation in accordance with the solicitation.
REPORTING & ADMINISTRATIVE SUPPORT	Provide required staffing reports, assignment tracking information, status updates, and other administrative documentation necessary to support contract oversight and transparency.
CONTRACTOR COMMUNICATION & SUPPORT	Maintain ongoing communication with assigned resources and WVOT stakeholders to address questions, monitor assignment progress, and support successful outcomes.
KNOWLEDGE TRANSFER & MENTORSHIP	Support WVOT's long-term IT sustainability objectives by facilitating professional mentorship, technical knowledge transfer, training support, and structured shadowing opportunities when required.
STATEWIDE SERVICE DELIVERY	Support staffing requirements across West Virginia, including the Metro-Charleston area and other agency locations throughout the State, utilizing Techgene's nationwide recruiting and delivery capabilities.
WORKFORCE CONTINUITY	Provide proactive assignment support, monitor resource engagement, address potential issues early, and support timely replacement when necessary to minimize operational disruption.
U.S.-ONLY WORK/DATA ACCESS	Techgene will ensure that services performed under this contract are provided within the continental United States and that State data is not accessed from or stored outside the United States.

TECHGENE COMMITMENT

Techgene recognizes that WVOT requires a staffing partner that operates with **accountability, transparency, responsiveness, and compliance discipline**. Through our established recruiting infrastructure, public-sector experience, and workforce management practices, Techgene is committed to delivering qualified professionals while supporting WVOT's operational objectives and long-term technology mission.

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COMPANY OVERVIEW & CORPORATE QUALIFICATIONS

Techgene Solutions LLC is a nationally recognized technology staffing and workforce solutions provider with **24 years of experience** delivering qualified professionals to government agencies, educational institutions, transportation organizations, healthcare organizations, and commercial enterprises nationwide.

Founded in **2002** and headquartered in **Irving, Texas**, Techgene has established a strong reputation as a trusted technology workforce partner supporting organizations with complex staffing requirements, specialized technical skill needs, and mission-critical workforce initiatives.

Techgene brings **direct West Virginia public-sector experience** through our active **Technical Temporary Staffing Services contract with the West Virginia Department of Administration**:

Contract: CMA-MIS14756030

Solicitation: CRFQ-0511-MIS25000

Term: March 1, 2026 – February 28, 2027

This existing engagement provides Techgene with valuable familiarity with West Virginia's public-sector procurement environment, compliance expectations, contract administration processes, and the importance of delivering qualified resources in support of state operations.

Techgene specializes in providing flexible and scalable workforce solutions, including:

- ❖ **IT Staff Augmentation**
- ❖ **Temporary Technical Staffing**
- ❖ **Contract Staffing**
- ❖ **Contract-to-Hire Solutions**
- ❖ **Direct Hire Recruitment**
- ❖ **Managed Workforce Solutions**
- ❖ **Professional Staffing Services**

Our technology staffing expertise spans a broad range of disciplines, including application development, cloud technologies, cybersecurity, database administration, infrastructure, networking, business analysis, enterprise applications, quality assurance, and emerging technology solutions.

Supported by **250+ employees, 45+ recruiting and delivery professionals, and access to a 5M+ candidate network**, Techgene maintains the capacity to support both specialized technical requirements and large-scale workforce initiatives. Our delivery model combines proactive sourcing, technical qualification, compliance management, onboarding support, and ongoing consultant engagement to ensure successful assignment outcomes.

Techgene's experience includes supporting statewide staffing programs, government technology initiatives, enterprise application environments, and mission-critical operational functions. Our public-sector portfolio includes engagements with the **State of West Virginia, State of Idaho, Florida Department of Management Services, Oklahoma Office of Management & Enterprise Services, South Dakota Department of Social Services**, and other government organizations.

Through our proven delivery infrastructure and existing public-sector experience, Techgene is positioned to provide WVOT with a reliable, responsive, and experienced technology staffing partner capable of supporting the State's evolving technology workforce needs.



CORPORATE QUALIFICATIONS & CAPACITY

Techgene exceeds the experience requirements established by WVOT and maintains the operational infrastructure necessary to support statewide technical staffing requirements.

QUALIFICATION AREA	TECHGENE CAPABILITY
YEARS IN BUSINESS	Established in 2002 with 24 years of staffing and workforce solutions experience.
SERVICE DELIVERY MODEL	Nationwide IT staffing and workforce delivery capability supporting public-sector and enterprise clients.
EMPLOYEE BASE	250+ employees supporting recruiting, delivery, operations, and corporate functions.
RECRUITING & DELIVERY TEAM	45+ specialized recruiters and delivery professionals focused on technology talent acquisition.
CANDIDATE NETWORK	Access to a 5M+ candidate ecosystem through ATS resources, sourcing channels, professional networks, and industry relationships.
CORE SERVICES	IT staffing, temporary staffing, staff augmentation, direct hire, contract-to-hire, and managed workforce solutions.
PUBLIC-SECTOR EXPERIENCE	Proven experience supporting state agencies, education institutions, transportation organizations, and other government entities.
GEOGRAPHIC COVERAGE	Nationwide recruiting and delivery capabilities supporting local, regional, and remote workforce requirements.

EXPERIENCE PROVIDING SIMILAR IT STAFFING SERVICES

Techgene has continuously provided technology staffing services comparable to the requirements outlined in CRFQ OOT2700000006.

Our technical staffing experience includes sourcing and supporting professionals across:

TECHNOLOGY AREA	REPRESENTATIVE ROLES SUPPORTED
APPLICATION DEVELOPMENT	Application Developers, Full Stack Developers, Web Developers, Software Engineers.
BUSINESS ANALYSIS	Business Analysts, Systems Analysts, Functional Analysts.
DATABASE TECHNOLOGIES	SQL Server Database Administrators, Database Engineers, Data Specialists.
CLOUD TECHNOLOGIES	Cloud Architects, Cloud Engineers, Cloud Operations Specialists.
CYBERSECURITY	Security Engineers, Security Analysts, Risk & Compliance Specialists.
INFRASTRUCTURE & OPERATIONS	Systems Administrators, Network Engineers, Platform Engineers.
QUALITY ASSURANCE	QA Analysts, Test Engineers, Automation Specialists.
ENTERPRISE APPLICATIONS	CRM Specialists, ERP Professionals, Application Analysts..
LEGACY TECHNOLOGIES	Mainframe Professionals and Enterprise Support Specialists

This capability directly aligns with WVOT's anticipated staffing requirements, including application development, cloud, database, security, infrastructure, networking, and enterprise technology resources.



PUBLIC-SECTOR DELIVERY EXPERIENCE

Techgene has successfully supported public-sector organizations operating in environments where staffing partners must demonstrate:

- ❖ Understanding of government procurement processes;
- ❖ Ability to meet compliance requirements;
- ❖ Capability to support multiple agencies and locations;
- ❖ Responsiveness to changing workforce requirements; and
- ❖ Consistent delivery of qualified professionals.

Representative public-sector engagements include:

CLIENT	ENGAGEMENT	STATE
WEST VIRGINIA DEPARTMENT OF ADMINISTRATION	Technical Temporary Staffing Services	WV
STATE OF IDAHO – DIVISION OF PURCHASING	Statewide Temporary Staffing Services	ID
FLORIDA DEPARTMENT OF MANAGEMENT SERVICES	Information Technology Staff Augmentation Services	FL
OKLAHOMA OFFICE OF MANAGEMENT & ENTERPRISE SERVICES	IT Staff Augmentation	OK
SOUTH DAKOTA DEPARTMENT OF SOCIAL SERVICES	Temporary Professional Staff Services	SD
PORT OF CORPUS CHRISTI	Temporary Employment Agency Services	TX
UNIVERSITY OF NORTH TEXAS SYSTEM	Comprehensive Recruitment Services	TX
UNIVERSITY OF SOUTH CAROLINA	Direct Placement Staffing Services for IT Positions	SC

QUALIFICATION STATEMENT

Techgene Solutions LLC confirms that it satisfies and exceeds the solicitation requirement for experience providing similar information technology staffing services. Our long-standing presence in the staffing industry, established public-sector delivery record, technical recruiting expertise, and scalable workforce infrastructure position Techgene to successfully support WVOT's Temporary Technical Staffing Services requirements.

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QUALIFICATIONS & DEMONSTRATED STAFFING CAPABILITY

Minimum Experience Requirement – Similar Information Technology Services

CRFQ Requirement 3.1:

Vendors shall be in business a minimum of five (5) years, providing similar information technology services.

Techgene Solutions LLC meets and significantly exceeds this requirement. Established in **2002**, Techgene has **24 years of experience** providing technology staffing and workforce solutions to government agencies, educational institutions, transportation organizations, healthcare organizations, and commercial enterprises.

For more than two decades, Techgene has delivered qualified technology professionals through temporary staffing, IT staff augmentation, contract staffing, contract-to-hire, direct placement, and managed workforce solutions.

Techgene's IT staffing experience includes providing professionals across the technology classifications identified in this solicitation, including:

TECHNOLOGY CLASSIFICATION AREA	REPRESENTATIVE RESOURCES PROVIDED
APPLICATION DEVELOPMENT	Software Developers, Full Stack Developers, Web Application Developers
APPLICATION SUPPORT	Application Analysts, Systems Analysts
DATABASE TECHNOLOGIES	SQL Server Database Administrators, Database Engineers
CLOUD TECHNOLOGIES	Cloud Engineers, Cloud Architects, Cloud Operations Specialists
CYBERSECURITY	Security Analysts, Security Engineers
INFRASTRUCTURE	Systems Engineers, Network Engineers
BUSINESS ANALYSIS	Business Analysts, Functional Analysts
QUALITY ASSURANCE	QA Analysts, Test Engineers
ENTERPRISE APPLICATIONS	CRM Analysts, Platform Specialists
LEGACY TECHNOLOGY	Mainframe and Enterprise Technology Professionals

Techgene's experience includes supporting statewide technology staffing programs, including our active **West Virginia Department of Administration – Technical Temporary Staffing Services contract (Contract CMA-MIS1475603O; CRFQ-0511-MIS25000)**, demonstrating our continued ability to provide comparable services within West Virginia's public-sector environment.

Demonstrated Ability to Provide Qualified Technical Personnel

CRFQ Requirement 3.2:

Vendors shall demonstrate their potential to provide these services by providing documentation indicating they have provided staffing of at least six (6) individuals within the listed classifications within the past five (5) years.

In accordance with **Section 3.2 – Qualifications** of CRFQ OOT2700000006, Techgene Solutions LLC demonstrates its ability to provide qualified technical personnel by documenting successful staffing engagements completed within the past five (5) years.

Techgene has consistently delivered specialized technology professionals across government and enterprise environments, supporting application development, database administration, data engineering, quality assurance, business analysis, enterprise applications, infrastructure, and other technology disciplines.



During the past three years, Techgene has completed **200+ placements** across information technology, engineering, analytical, administrative, and professional classifications. This demonstrated delivery history reflects Techgene's ability to recruit, qualify, onboard, and support professionals aligned with diverse client requirements.

The following representative assignments demonstrate Techgene's successful delivery of resources within technology classifications relevant to WVOT's requirements.

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TECHNOLOGY STAFFING CAPACITY AND PLACEMENT HISTORY

Beyond the six representative assignments above, Techgene has successfully completed additional placements across a broad range of technical disciplines within the past three years.

The following summary demonstrates Techgene's depth of experience in providing resources aligned with WVOT's anticipated staffing requirements:

CLASSIFICATION / POSITION	NUMBER OF PLACEMENTS	RELEVANT CAPABILITY AREA
IOS DEVELOPER	6	Mobile Application Development
JAVA DEVELOPER	6	Enterprise Software Development
.NET FULL STACK DEVELOPER	2	Application Development
FULL STACK JAVA DEVELOPER	1	Application Development
BACKEND ENGINEER	1	Software Engineering
SOFTWARE ENGINEER II	1	Application Development
SR. PYTHON FULL STACK DEVELOPER	1	Application Development
ORACLE APPLICATION DEVELOPER	1	Enterprise Applications
SERVICENOW DEVELOPER	1	IT Service Management / Enterprise Platforms
SALESFORCE SOLUTIONS ARCHITECT	1	CRM / Enterprise Platforms
BUSINESS ANALYST	1	Business Systems Analysis
SYSTEM ANALYST	1	Systems Analysis
DATA ANALYST	2	Data Analytics
DATABASE ANALYST	1	Database & Data Management
ORACLE DATABASE ADMINISTRATOR	2	Database Administration
ORACLE APPS DBA	1	ERP Database Support
SAP DATA CONVERSION LEAD	1	ERP / Data Migration
BIG DATA ENGINEER	2	Data Engineering
SR. DATA ENGINEER	1	Data Engineering
DATA GOVERNANCE & INTERFACE LEAD	1	Data Integration
TERADATA DEVELOPER	2	Data Platform Development
ETL INFORMATICA DEVELOPER	1	Data Integration
POWER BI SPECIALIST	1	Business Intelligence
BI ARCHITECT	1	Analytics Architecture
QA AUTOMATION ENGINEER	2	Quality Assurance Automation
QA TESTER	3	Software Testing
QA LEAD	1	Quality Assurance Leadership
OIM DEVELOPER	1	Identity & Access Management
ELK STACK ENGINEER	1	Monitoring / DevOps
SITE RELIABILITY ENGINEER	1	Cloud & Infrastructure Operations
SYSTEM ADMINISTRATOR	1	Infrastructure Support
WEBLOGIC ADMINISTRATOR	1	Middleware Administration
BACKUP & RECOVERY CONSULTANT	1	Infrastructure Operations
HELP DESK / IT SUPPORT POSITIONS	4	Technical Support



ALIGNMENT WITH WVOT TECHNICAL CLASSIFICATIONS

Techgene’s placement history directly demonstrates capability across the technical disciplines required under this solicitation:

WVOT TECHNICAL REQUIREMENT AREA	DEMONSTRATED TECHGENE EXPERIENCE
WEB/APPLICATION DEVELOPMENT	iOS Developers, Java Developers, .NET Full Stack Developers, Software Engineers
CRM / ENTERPRISE APPLICATIONS	Salesforce Solutions Architect, ServiceNow Developer
DATABASE ADMINISTRATION	Oracle DBA, Database Analyst, Database Professionals
DATA & ANALYTICS	Data Analysts, Data Engineers, BI Architects, Power BI Specialists
QA & TESTING	QA Testers, QA Automation Engineers, QA Leads
CLOUD / INFRASTRUCTURE	Azure Infrastructure Lead, Site Reliability Engineer, System Administrators
BUSINESS ANALYSIS	Business Analysts, Systems Analysts
ENTERPRISE PLATFORMS	SAP, Oracle Applications, PeopleSoft
DATA INTEGRATION	Data Governance Lead, ETL Informatica Developers, Teradata Developers

QUALIFICATION STATEMENT

Techgene Solutions LLC confirms that it satisfies and exceeds the staffing qualification requirements identified in **Section 3.2 of CRFQ OOT2700000006**.

Through demonstrated placement success, established public-sector staffing experience, and a specialized technology recruiting organization, Techgene has the proven ability to identify, qualify, and provide technical professionals supporting WVOT’s Temporary Technical Staffing Services requirements.

Client reference and verification information supporting the representative assignments is provided in this response. Additional supporting documentation may be provided upon request.

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RECENT REPRESENTATIVE STAFFING ASSIGNMENTS

#	INDIVIDUAL PROVIDED	CLASSIFICATION / ROLE	CLIENT / ENTITY SUPPORTED	STATE	ENGAGEMENT PERIOD
1	Brian Michael Green	Data Governance & Interface Lead	South Dakota Department of Social Services	SD	2025–2026
2	Donald Diola	Data Analyst	Idaho Department of Environmental Quality	ID	2025–2026
3	Motaz Rejeb Sfar	QA Tester	Arkansas Judiciary (through CAI program)	AR	2025–2026
4	Ravinder Reddy Narra	PeopleSoft SQR Developer	State of Idaho / Public Sector Program	ID	2025–2026
5	Aeryn Umbra Light	.NET Full Stack Developer	State of Wisconsin DWD Program	WI	2025–2026
6	Tawhid Siddiquee	QA Tester	State of Wisconsin DWD Program	WI	2025–2026

These representative assignments demonstrate Techgene's ability to provide qualified professionals supporting classifications comparable to those identified within CRFQ OOT2700000006.

SUPPORTING CLIENT REFERENCES

REFERENCE 1 – IDAHO DEPARTMENT OF ENVIRONMENT QUALITY

PROJECT NAME	TEMPORARY STAFFING SERVICES
CLIENT	IDAHO DEPARTMENT OF ENVIRONMENT QUALITY
CONTACT PERSON	Angela Anderson
EMAIL	Angela.Anderson@deq.idaho.gov
PHONE NUMBER	(208) 373-0560
ENGAGEMENT PERIOD	Ongoing
LOCATION	1410 N. Hilton St., Boise, Idaho 83706

REFERENCE 2 – IDAHO DEPARTMENT OF ENVIRONMENT QUALITY

PROJECT NAME	TEMPORARY STAFFING SERVICES
CLIENT	State of Arkansas- Judiciary
CONTACT PERSON	Tommy Tompkins (Executive Account Manager)
EMAIL	tommy.tompkins@cai.io
PHONE NUMBER	(501)249-6388
ENGAGEMENT PERIOD	2025 - Ongoing
LOCATION	625 Marshall St. Little Rock, AR 72201



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REFERENCE 3 – STATE OF IDAHO

PROJECT NAME	TEMPORARY STAFFING SERVICES
CLIENT	State of Idaho- Idaho Transportation Department
CONTACT PERSON	Mir Tamim
EMAIL	mir.tamim@itd.idaho.gov
PHONE NUMBER	208-919-2398
ENGAGEMENT PERIOD	January 2 nd 2025 - Ongoing
LOCATION	3 rd Floor, 11331 W Chinden Blvd, Boise ID 83714

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TECHNICAL STAFFING DELIVERY METHODOLOGY

Techgene Solutions LLC understands that successful technical staffing requires a structured delivery model that ensures the right professionals are identified, evaluated, and deployed in alignment with WVOT's technical requirements, operational priorities, and service expectations.

Our staffing methodology combines dedicated recruiting resources, specialized technology sourcing capabilities, rigorous qualification processes, compliance controls, and proactive assignment management to provide WVOT with reliable workforce support throughout the contract lifecycle.

TECHGENE'S STAFFING DELIVERY LIFECYCLE

PHASE	TECHGENE APPROACH
1. REQUIREMENT ANALYSIS & PLANNING	Techgene reviews each staffing request to understand technical requirements, required experience, assignment objectives, location expectations, timeline, and other position-specific criteria.
2. TARGETED TALENT SOURCING	Our recruiting teams utilize internal ATS resources, professional networks, technology sourcing channels, referrals, and market research to identify qualified professionals aligned with WVOT requirements.
3. TECHNICAL SCREENING & QUALIFICATION	Candidates undergo structured evaluation to validate technical skills, professional experience, project background, communication abilities, availability, and overall assignment fit.
4. CANDIDATE PRESENTATION & COORDINATION	Techgene provides qualified candidates with validated resumes and supporting information while coordinating interview schedules, feedback, and selection activities with WVOT stakeholders.
5. ONBOARDING & DEPLOYMENT SUPPORT	Following selection, Techgene supports onboarding activities, documentation completion, assignment coordination, and communication to ensure successful resource integration.
6. ONGOING ASSIGNMENT MANAGEMENT	Techgene maintains continuous communication with assigned professionals and WVOT stakeholders to support performance, address concerns, and ensure assignment success.
7. TRANSITION & CONTINUITY SUPPORT	Techgene proactively manages resource continuity through engagement monitoring, issue resolution, and timely replacement support when required.

STANDARD RESPONSE TIMES & SERVICE COMMITMENTS

Techgene understands that timely response and consistent communication are critical to successful temporary technical staffing delivery. To support WVOT's operational needs, Techgene will maintain the following service commitments throughout the contract lifecycle.

Techgene's objective is to provide WVOT with a responsive and transparent staffing delivery model that ensures timely access to qualified technology professionals while maintaining quality, compliance, and workforce continuity.

Through dedicated recruiting resources, established sourcing channels, and experienced account management support, Techgene is committed to meeting WVOT's staffing needs with urgency, accountability, and consistency.



SERVICE AREA

TECHGENE COMMITMENT

ACKNOWLEDGING STAFFING REQUESTS

≤ **1 business hour** from receipt of staffing request; Techgene will confirm receipt, review initial requirements, and initiate internal coordination.

REQUIREMENT REVIEW & RECRUITMENT INITIATION

≤ **1 business day** to review requirements, confirm resource expectations, and begin targeted sourcing activities.

PRESENTING QUALIFIED CANDIDATES – ROUTINE ROLES

1–2 business days for commonly available technical roles, subject to candidate availability and market conditions.

PRESENTING QUALIFIED CANDIDATES – SPECIALIZED / HARD-TO-FILL ROLES

1–3 business days, with proactive status updates provided throughout the sourcing process.

RESPONDING TO CLIENT INQUIRIES

≤ **2 business hours**; urgent matters will be prioritized and escalated immediately.

CANDIDATE QUALIFICATION VALIDATION

Completed prior to submission, including technical skill review, experience validation, availability confirmation, and alignment with WVOT requirements.

INTERVIEW COORDINATION

≤ **1 business day** following receipt of interview availability or scheduling request.

ONBOARDING & ASSIGNMENT COORDINATION

Initiated within **1 business day** following candidate selection and acceptance.

REPLACING UNAVAILABLE / UNSATISFACTORY RESOURCES

Immediate sourcing initiated; target replacement candidate identification within **1–3 business days** based on role complexity and availability.

COMPLIANCE DOCUMENTATION SUBMISSION

Required documentation, qualification records, and assignment information maintained and provided in accordance with contract requirements.

STATUS UPDATES FOR OPEN REQUIREMENTS

Regular updates provided for active requisitions, including candidate pipeline status, sourcing progress, and anticipated next steps.

CANDIDATE QUALIFICATION PROCESS

Techgene follows a structured, multi-step qualification process to ensure each candidate submitted to WVOT possesses the required technical expertise, relevant experience, and assignment alignment necessary to successfully support the State's technology initiatives.

Candidates are evaluated against the specific requirements of each staffing request, including technical skills, technology platforms, project experience, public-sector exposure, availability, and overall assignment fit.

EVALUATION AREA

TECHGENE VALIDATION APPROACH

TECHNICAL SKILLS & TECHNOLOGY ALIGNMENT

Review and validate candidate proficiency across required technology areas, including application development, cloud platforms, database technologies, cybersecurity, infrastructure, networking, enterprise applications, QA/testing, and other position-specific technical requirements.

ROLE-SPECIFIC EXPERIENCE

Assess relevant experience based on the requested WVOT classification, including software development, systems analysis, business analysis, database administration, quality assurance, cloud/infrastructure support, enterprise platform administration, and other specialized technical roles.

PROJECT EXPERIENCE & TECHNICAL

Evaluate prior experience supporting comparable projects, including enterprise



ENVIRONMENT EXPOSURE	applications, system modernization initiatives, application enhancements, data integration efforts, infrastructure operations, and mission-critical technology environments.
GOVERNMENT / ENTERPRISE ENVIRONMENT EXPERIENCE	Identify candidates with experience working in structured environments requiring compliance, documentation, stakeholder coordination, security awareness, and adherence to established operational processes.
TECHNICAL PROBLEM-SOLVING & COMMUNICATION SKILLS	Assess the candidate's ability to collaborate with technical teams, business stakeholders, project managers, and end users while effectively communicating technical concepts and solutions.
CERTIFICATIONS & SPECIALIZED QUALIFICATIONS	Validate applicable certifications, technical credentials, platform expertise, and specialized qualifications required for specific WVOT assignments.
AVAILABILITY & ASSIGNMENT COMMITMENT	Confirm candidate availability, anticipated start date, engagement commitment, work location expectations, and ability to support the duration and objectives of the assignment.
CULTURAL AND ORGANIZATIONAL FIT	Evaluate alignment with WVOT's operating environment, including professionalism, adaptability, collaboration, accountability, and ability to work effectively within State government technology teams.
FINAL SUBMISSION QUALITY REVIEW	Before submission, Techgene performs a final review to ensure the candidate's resume accurately reflects qualifications, aligns with the requested classification, and clearly demonstrates suitability for the assignment.

QUALITY ASSURANCE AND DELIVERY CONTROLS

Techgene applies structured quality controls throughout the staffing lifecycle to ensure each resource presented to WVOT meets the required technical, professional, and assignment expectations.

Quality controls include:

- ❖ **Resume and qualification verification** to ensure accuracy and alignment with WVOT requirements;
- ❖ **Technical and experience validation** based on the requested role, technology environment, and assignment objectives;
- ❖ **Candidate availability confirmation** prior to submission;
- ❖ **Interview coordination and feedback management** to support efficient selection;
- ❖ **Documentation management** to maintain compliance and assignment records;
- ❖ **Assignment tracking and performance communication** throughout the engagement lifecycle.

Through this disciplined approach, Techgene ensures WVOT receives professionals who are not only qualified on paper but prepared to contribute effectively from the start of the assignment.

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ACCOUNT MANAGEMENT PLAN

DEDICATED ACCOUNT GOVERNANCE & DELIVERY MODEL

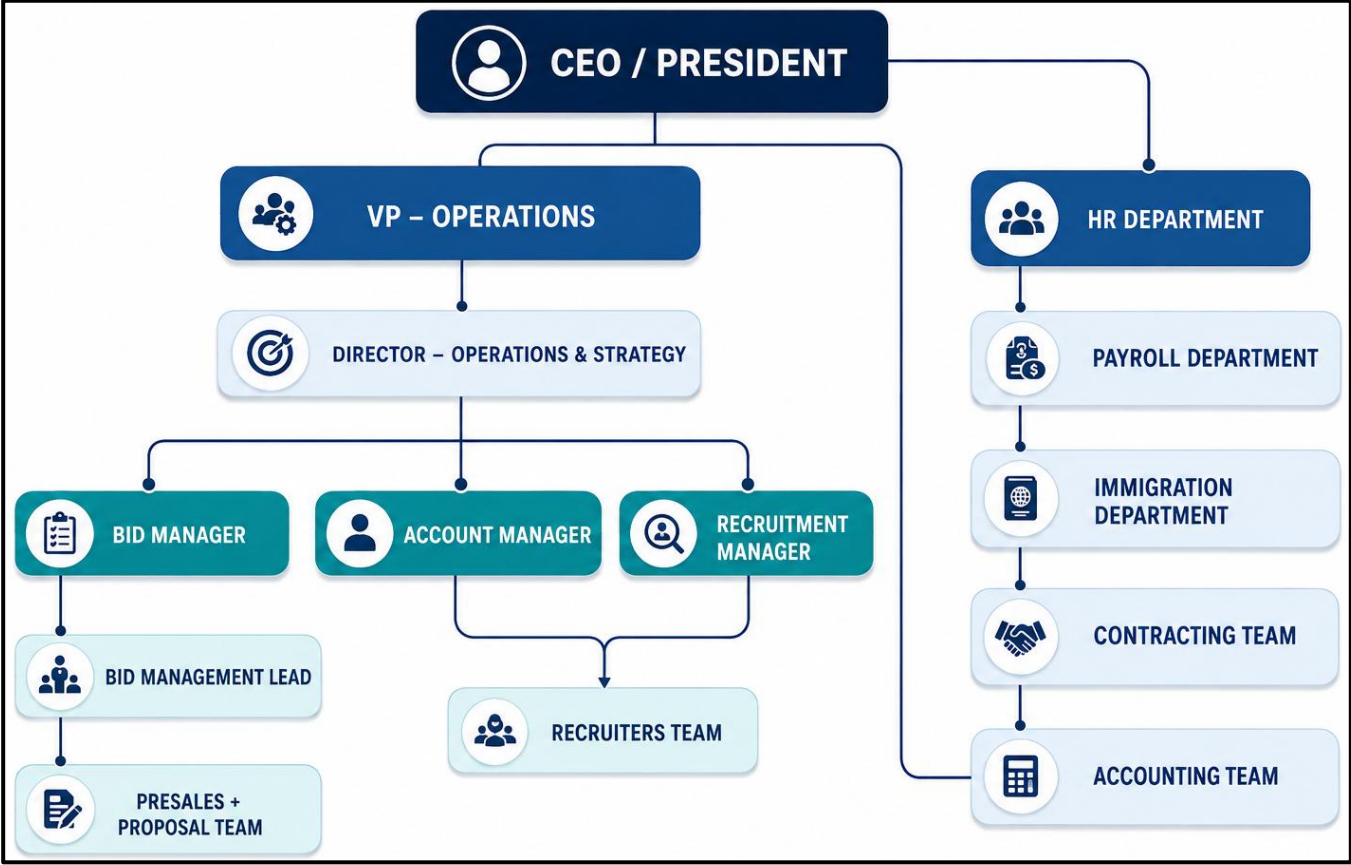
Techgene understands that successful delivery of WVOT's Temporary Technical Staffing Services contract requires a well-defined governance structure with clear accountability across executive leadership, operations, recruitment, compliance, and administrative support functions.

Techgene will establish a dedicated account management framework that integrates executive oversight, operational management, recruiting execution, contract administration, and workforce support activities to ensure responsive service delivery, timely resource fulfillment, and successful contract performance.

Our account management model provides WVOT with a single accountable partner while leveraging Techgene's full organizational capabilities to support staffing requirements throughout the contract lifecycle.

ACCOUNT MANAGEMENT TEAM STRUCTURE & RESPONSIBILITIES

TEAM / ROLE	RESPONSIBILITY TO WVOT
DIRECTOR – OPERATIONS & STRATEGY	Manages operational planning, service improvement initiatives, delivery strategy, SLA/KPI monitoring, and ensures continuous alignment with WVOT's evolving staffing needs.
ACCOUNT MANAGER	Serves as WVOT's primary day-to-day point of contact. Responsible for requirement management, communication, status updates, stakeholder coordination, issue resolution, and overall account satisfaction.
RECRUITMENT MANAGER	Leads recruitment strategy, manages technical recruiting resources, oversees candidate pipelines, and ensures timely fulfillment of WVOT staffing requirements.
BID MANAGER	Supports contract governance, solicitation alignment, documentation coordination, compliance tracking, and ensures continued adherence to contractual requirements.
BID MANAGEMENT LEAD	Provides proposal and contract support activities, maintains requirement tracking, coordinates internal deliverables, and supports contract administration activities.
PRESALES & PROPOSAL TEAM	Supports solution development, pricing coordination, contract documentation, and strategic alignment of Techgene capabilities with WVOT objectives.
RECRUITERS TEAM	Conducts targeted sourcing, candidate identification, technical screening, qualification validation, resume preparation, and candidate submission activities.
HR DEPARTMENT	Supports personnel administration, employment compliance, workforce documentation, and employee-related requirements associated with assigned resources.
PAYROLL DEPARTMENT	Manages payroll administration, timesheet coordination, payroll processing, and related workforce administration activities.
IMMIGRATION DEPARTMENT	Provides immigration compliance support, work authorization verification, documentation management, and status tracking when applicable.
CONTRACTING TEAM	Supports contract administration, agreement management, contractual documentation, and coordination of contract-related activities.
ACCOUNTING TEAM	Supports invoicing, billing administration, financial reporting, reconciliation, and audit support activities.



ACCOUNT MANAGEMENT RESPONSIBILITIES

Through this integrated support model, Techgene will provide WVOT with:

SERVICE AREA	TECHGENE COMMITMENT
STRATEGIC GOVERNANCE	Executive and operational leadership involvement to ensure accountability, performance alignment, and timely resolution of critical matters.
STAFFING REQUIREMENT MANAGEMENT	Centralized coordination of WVOT staffing requests, requirement analysis, prioritization, and fulfillment tracking.
RECRUITMENT DELIVERY	Dedicated recruiting support to identify, qualify, and deliver technical professionals aligned with WVOT classifications and project requirements.
CONTRACT COMPLIANCE	Coordination of contract requirements, documentation, reporting obligations, and administrative compliance activities.
WORKFORCE ADMINISTRATION	Integrated HR, payroll, contracting, and accounting support to ensure smooth consultant management throughout assignments.
PERFORMANCE MONITORING	Tracking of service levels, candidate delivery, assignment progress, and stakeholder feedback to support continuous improvement.
ESCALATION MANAGEMENT	Defined escalation path from account operations through executive leadership to ensure timely resolution of issues.



COMMUNICATION AND ESCALATION FRAMEWORK

Techgene will maintain proactive communication with WVOT through established account governance practices.

LEVEL	RESPONSIBLE TEAM	PURPOSE
OPERATIONAL LEVEL	Account Manager / Recruiters	Daily coordination, staffing updates, candidate activity, and requirement management.
DELIVERY MANAGEMENT LEVEL	Recruitment Manager / Director – Operations & Strategy	Fulfillment challenges, SLA monitoring, delivery performance, and corrective actions.
EXECUTIVE LEVEL	VP – Operations / CEO / President	Strategic alignment, escalations, contract performance concerns, and executive decision-making.

TECHGENE COMMITMENT TO WVOT

Techgene’s account management approach ensures WVOT receives the support of an experienced organization with dedicated leadership, specialized recruiting resources, and comprehensive operational support functions.

Through this structured governance model, Techgene will provide WVOT with a responsive, transparent, and accountable staffing partnership focused on delivering qualified technical professionals, maintaining contract compliance, and supporting the State’s technology objectives throughout the contract lifecycle.

Remainder of the page is left blank intentionally.



ACKNOWLEDGMENT AND COMPLIANCE COMMITMENT

COMMITMENT TO FULL COMPLIANCE WITH SOLICITATION REQUIREMENTS

Techgene Solutions LLC acknowledges receipt, review, and understanding of the requirements, specifications, terms, conditions, and contractual obligations outlined in **CRFQ OOT2700000006 – Temporary Technical Staffing Services**.

Techgene confirms its commitment to fully comply with all requirements of this solicitation and understands that successful performance requires a combination of qualified technical resources, responsive service delivery, effective contract administration, and adherence to all State of West Virginia requirements.

Techgene accepts responsibility for delivering services in accordance with the requirements established by WVOT and commits to maintaining the operational, administrative, and technical capabilities necessary to successfully support the State throughout the contract term.

COMPLIANCE COMMITMENTS

REQUIREMENT AREA	TECHGENE COMMITMENT
SCOPE OF SERVICES	Techgene will provide qualified technical professionals aligned with WVOT's requested classifications, technical requirements, and assignment objectives.
QUALIFIED PERSONNEL DELIVERY	Techgene will recruit, screen, validate, and provide resources possessing the required skills, experience, and qualifications for each assignment.
STAFFING RESPONSE REQUIREMENTS	Techgene will adhere to established response times and service commitments for requirement acknowledgment, candidate identification, candidate submission, and ongoing communication.
TECHNICAL SCREENING & QUALIFICATION	Techgene will perform appropriate qualification reviews to ensure submitted candidates meet WVOT's technical and professional expectations.
COMPLIANCE DOCUMENTATION	Techgene will maintain accurate personnel records, qualification documentation, assignment information, and other contract-related documentation as required.
BACKGROUND VERIFICATION & SCREENING	Techgene will support required verification and screening processes applicable to assigned personnel in accordance with State requirements.
INSURANCE REQUIREMENTS	Techgene will maintain all insurance required under the solicitation, including the required Commercial General Liability and Workers' Compensation coverage, and will provide certificates of insurance and any required Additional Insured documentation in accordance with the solicitation.
REPORTING REQUIREMENTS	Techgene will provide required staffing reports, status updates, assignment information, and other contract administration documentation requested by WVOT.
KNOWLEDGE TRANSFER & MENTORSHIP	Techgene will support WVOT's objectives related to professional mentorship, technical knowledge transfer, training, and structured shadowing activities when required.
STATEWIDE SUPPORT CAPABILITY	Techgene will support staffing requirements throughout West Virginia, including Metro-Charleston and other agency locations as requested.
CONTRACT ADMINISTRATION	Techgene will comply with all applicable contractual, administrative, and operational obligations throughout the contract lifecycle.
CONFIDENTIALITY & SECURITY RESPONSIBILITIES	Techgene will ensure assigned personnel understand and comply with applicable confidentiality, security, and information handling requirements. Techgene will ensure that services performed under this contract are provided



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U.S.-ONLY WORK/DATA ACCESS	within the continental United States and that State data is not accessed from or stored outside the United States.
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NO EXCEPTIONS STATEMENT

Techgene Solutions LLC confirms that it has reviewed the solicitation requirements and **takes no exceptions** to the terms, conditions, specifications, and requirements of CRFQ OOT2700000006.

Techgene is committed to serving as a reliable and accountable technology staffing partner for WVOT by providing qualified professionals, responsive service, compliance-focused administration, and consistent workforce support throughout the contract period.

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ADDENDUM 1 – ACKNOWLEDGMENT



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Proc Folder: 2020855			Reason for Modification: Addendum No 1 is issued to modify the bid opening date
Doc Description: Addendum No 1 -Temporary Technical Staffing Services			
Proc Type: Statewide MA (Open End)			
Date Issued	Solicitation Closes	Solicitation No	Version
2026-09-14	2026-09-23 13:30	CRFQ 0231 OOT2700000006	2

BID RECEIVING LOCATION

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

VENDOR

Vendor Customer Code: VS0000046947
Vendor Name : Techgene Solutions LLC
Address : 300 East Royal Lane, Suite 109, Dallas County
Street :
City : Irving
State : Texas **Country :** USA **Zip :** 75039
Principal Contact : Usha Sylada
Vendor Contact Phone: 214-732-2477 **Extension:** N/A

FOR INFORMATION CONTACT THE BUYER

Toby L Welch
(304) 558-8802
toby.l.welch@wv.gov

**Vendor
Signature X**

Usha Sylada

68-0520815
FEIN#

09/23/2026
DATE

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

Date Printed: Sep 14, 2026

Page: 1

FORM ID: WV-PRC-CRFQ-002 2020/05



ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CRFQ OOT27*006

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

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

Addendum Numbers Received:

(Check the box next to each addendum received)

☒ Addendum No. 1	☐ Addendum No. 6
☐ Addendum No. 2	☐ Addendum No. 7
☐ Addendum No. 3	☐ Addendum No. 8
☐ Addendum No. 4	☐ Addendum No. 9
☐ Addendum No. 5	☐ Addendum No. 10

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

Techgene Solutions LLC

Company

Usha Sylada

Authorized Signature

09/23/2026

Date

NOTE: This addendum acknowledgment should be submitted with the bid to expedite document processing.
Revised 6/8/2012



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ADDENDUM 2 – ACKNOWLEDGMENT



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Proc Folder: 2020855			Reason for Modification: Addendum No 2 is issued to publish vendor questions with the agency's responses.
Doc Description: Addendum No 2 -Temporary Technical Staffing Services			
Proc Type: Statewide MA (Open End)			
Date Issued	Solicitation Closes	Solicitation No	Version
2026-09-16	2026-09-23 13:30	CRFQ 0231 OOT2700000006	3

BID RECEIVING LOCATION

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

VENDOR

Vendor Customer Code: VS0000046947
Vendor Name : Techgene Solutions LLC
Address : 300 East Royal Lane, Suite 109, Dallas County
Street :
City : Irving
State : Texas **Country :** USA **Zip :** 75039
Principal Contact : Usha Sylada
Vendor Contact Phone: 214-732-2477 **Extension:** N/A

FOR INFORMATION CONTACT THE BUYER

Toby L Welch
(304) 558-8802
toby.l.welch@wv.gov

Vendor
Signature X

Usha Sylada

68-0520815
FEIN#

09/23/2026
DATE

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



ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CRFQ OOT27*006

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

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

Addendum Numbers Received:

(Check the box next to each addendum received)

☐ Addendum No. 1	☐ Addendum No. 6
☒ Addendum No. 2	☐ Addendum No. 7
☐ Addendum No. 3	☐ Addendum No. 8
☐ Addendum No. 4	☐ Addendum No. 9
☐ Addendum No. 5	☐ Addendum No. 10

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

Techgene Solutions LLC

Company

Usha Sylada

Authorized Signature

09/23/2026

Date

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

Revised 6/8/2012