



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 4

List View

General Information | [Contact](#) | [Default Values](#) | [Discount](#) | [Document Information](#) | [Clarification Request](#)

Procurement Folder: 2020855

Procurement Type: Statewide MA (Open End)

Vendor ID: VS0000053727

Legal Name: TriMerge Consulting Group, P.A.

Alias/DBA: TriMerge Consulting Group, P.A.

Total Bid: \$3,172,000.00

Response Date: 09/23/2026

Response Time: 11:13

Responded By User ID: trimerge

First Name: Gerri

Last Name: Lazarre

Email: tech@trimergeconsulting.cc

Phone: 3059405344

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: 4

Total of All Attachments: 4



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 ESR09222600000002706	1

VENDOR
VS0000053727
TriMerge Consulting Group, P.A.

Solicitation Number: CRFQ 0231 OOT2700000006
Total Bid: 3172000
Response Date: 2026-09-23
Response Time: 11:13:41
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	120.000000	249600.00

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	105.000000	218400.00

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	105.000000	218400.00

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	100.000000	208000.00

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	100.000000	208000.00

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	115.000000	239200.00

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	140.000000	291200.00

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	135.000000	280800.00

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	115.000000	239200.00

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	120.000000	249600.00

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	110.000000	228800.00

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	150.000000	312000.00

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	110.000000	228800.00

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.



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 1 -Temporary Technical Staffing Services

Reason for Modification:

Addendum No 1 is issued to
modify the bid opening date

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:

Vendor Name : TriMerge Consulting Group, P.A.

Address : Suite #1

Street : 39 NW 166th Street

City : Miami

State : Florida

Country : USA

Zip : 33169

Principal Contact : Geraldine Lazarre, President

Vendor Contact Phone: (305) 940-5344

Extension:

FOR INFORMATION CONTACT THE BUYER

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

Vendor
Signature X

FEIN# 20-0192243

DATE Sept 23 2026

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:

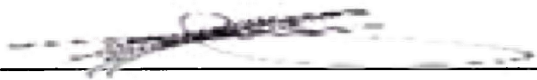
(Check the box next to each addendum received)

☒ 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.

TriMerge Consulting Group, P.A.

Company



Authorized Signature

September 23, 2026

Date

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

Revised 6/8/2012

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) Geraldine Lazarre, President

(Address) 39 NW 166th Street, Suite #1, Miami, Florida 33169

(Phone Number) / (Fax Number) (305) 940-5344

(email address) glazarre@TriMergeCPA.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.

TriMerge Consulting Group, P.A.

(Company)

(Signature of Authorized Representative)

Geraldine Lazarre, President - September 23 2026

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

(305) 940-5344

(Phone Number) (Fax Number)

glazarre@TriMergeCPA.com

(Email Address)



Temporary Technical Staffing Services

For
West Virginia Office of Technology

RFQ Number: CRFQ-0231-OOT2700000006

Date: September 23, 2026 | 1:30PM EST

Submitted by: TriMerge Consulting Group, P.A.

Address: 39 NW 166th Street, Suite #1

Miami, Florida 33169

Company Email: tech@TriMergeConsulting.com

Website: www.TriMergeConsulting.com

POC: Geraldine Lazarre

Title: President

Phone Number: (305) 940-5344

POC Email: glazarre@TriMergeCPA.com

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Cover Letter

September 23, 2026

Toby L. Welch
Department of Administration, Purchasing Division
2019 Washington Street, East
Charleston, WV 25305-0130

Subject: Response to CRFQ 0231 OOT2700000006 – Temporary Technical Staffing Services

Dear Mr. Welch,

TriMerge Consulting Group, P.A. (TriMerge) is pleased to submit our response to the West Virginia Office of Technology (WVOT) for Temporary Technical Staffing Services. TriMerge currently holds a State of Florida IT Staff Augmentation contract awarded in 2025, demonstrating our proven capability to support state government agencies with technology staffing requirements. With over 23 years of continuous operation, we have delivered highly qualified IT professionals to federal, state, and municipal clients. We are uniquely positioned to support WVOT's mission-critical systems across Mainframe, Client-Server, Cloud, and Web Application environments.

We understand WVOT's need for rapid, reliable staffing and knowledge transfer to State analysts. Our approach includes:

- **Proven Experience:** Over 23 years of IT staffing for government, including modernization, ERP, cybersecurity, and data management.
- **Rigorous Vetting:** Multi-stage screening—technical assessments, behavioral interviews, credential verification, and background checks. Every candidate is prepared to perform from day one.
- **Rapid Deployment:** Through [TriMergePRO.com](https://www.TriMergePRO.com), we maintain a pre-vetted pipeline and typically present qualified candidates within 48 business hours.
- **Knowledge Transfer:** We fully embrace WVOT's requirement for mentorship, training, and shadowing to ensure long-term sustainability.
- **Statewide Support:** We have the reach to support WVOT needs in Charleston and across West Virginia.

We have reviewed the solicitation in its entirety and take no exceptions to any terms, conditions, or specifications. Our proposal includes the required documentation for this response, including corporate qualifications, staffing experience, and completed pricing.

TriMerge is committed to delivering consistent value, protecting State operations, and providing the staffing agility required to support West Virginia's IT initiatives.

We appreciate the opportunity to participate and look forward to supporting WVOT.

Respectfully submitted,



Geraldine Lazarre
President
TriMerge Consulting Group, P.A.

1. Executive Summary

TriMerge Consulting Group, P.A. understands the West Virginia Office of Technology's (WVOT) need for specialized technical staffing to support its multi-tiered IT infrastructure, spanning legacy Mainframe, Client-Server, Cloud, and modern Web Applications. With over 23 years of continuous operation, TriMerge has delivered qualified IT professionals to federal, state, and municipal clients. We are uniquely positioned to help WVOT supplement its workforce, transfer knowledge, and sustain mission-critical systems.

Our Approach

We apply a disciplined, transparent staffing methodology:

- **Rapid Sourcing:** Through [TriMergePRO.com](https://www.trimergepro.com), we maintain a pipeline of pre-vetted professionals and typically target presentation within 48 business hours.
- **Rigorous Vetting:** Every candidate undergoes multi-stage screening, technical assessments, behavioral interviews, credential verification, and full background checks—ensuring compliance with all WVOT mandatory requirements.
- **Knowledge Transfer:** We fully embrace WVOT's requirement for mentorship, training, and shadowing. Our candidates will document systems, train State analysts, and ensure long-term sustainability.
- **Statewide Support:** Whether in Charleston or elsewhere in West Virginia, we have the reach to meet WVOT's staffing needs.

Our Value Proposition to WVOT

TriMerge delivers the technical depth, staffing agility, and knowledge transfer discipline essential to WVOT's mission success. We don't just fill positions. We build the technical capability WVOT can sustain.

Key Strengths

Strength	Description
Experience	23 years of IT staffing for government and commercial clients.
State Government Experience	State of Florida IT Staff Augmentation contract holder (2025), complemented by current state-government IT subcontracting experience in Ohio and more than two decades of public-sector consulting and staffing.
Speed	Candidate presentation within 48 hours via TriMergePRO.com .
Compliance	Full adherence to federal, state, and local requirements.
Knowledge Transfer	Structured mentorship and training for State analysts.
Competitive Pricing	All-inclusive hourly rates with no additional fees.

Leadership

- **Geraldine Lazarre** – President, 23+ years in planning and strategy, project and financial management, auditing, and IT staffing.
- **Warren A. Solomon** – Principal Technical Lead, 35+ years in enterprise systems and IT infrastructure.
- **Yvonne Ducatel** – HR Manager, 12+ years in recruitment, onboarding, and compliance.

Commitment

TriMerge takes **no exceptions** to the solicitation's terms and conditions. We are committed to delivering qualified candidates, rapid response, and knowledge transfer that ensures the long-term success of WVOT's IT initiatives.

2. Signed CRFQ Form

The completed and signed CRFQ Form is attached as WV_CRFQ_FORM.pdf. All required vendor information, FEIN, and signature are included. Pricing for the selected positions is provided on the Pricing Page.

3. Addendum Acknowledgement

TriMerge acknowledges receipt of Addendum No. 1 and 2, and the respective amendments. The signed Addendum Acknowledgement Form is attached.

4. Vendor Qualifications (Section 3.1)

TriMerge Consulting Group, P.A. has been in continuous operation since 2003, providing information technology staffing and consulting services for over 23 years. We specialize in placing qualified IT professionals across a broad range of technical domains, including:

- Web Application Development (.NET, [ASP.Net](#), MVC)
- Database Administration (SQL Server, DB2)
- Cloud Architecture, Security, and Engineering (AWS, Azure, GCP)
- Mainframe Systems Programming (IBM z/OS, RACF)
- Business Analysis and Project Management
- Learning Management Systems and eLearning Development

TriMerge is registered in the West Virginia Purchasing Division's wvOASIS system and is in good standing. We maintain all required insurance coverages (Commercial General Liability, Automobile Liability, Professional/E&O, and Workers' Compensation) and will provide proof prior to contract award.

4.1. Relevant State Government Contract Experience

TriMerge brings direct, current government IT staffing experience. In 2025, TriMerge was awarded a State of Florida IT Staff Augmentation contract under the Florida Department of Management Services. TriMerge also currently serves as a first-tier subcontractor to Enspyre LLC supporting the U.S. Air Force / Air Force Sustainment Center at Wright-Patterson AFB, Ohio, providing IT and systems sustainment support for the Purchase Request Process System (PRPS).

Together, these engagements demonstrate that TriMerge already operates within government IT contracting environments and understands how to qualify, deploy, and manage technical personnel in the public sector.

5. Staffing Experience – Qualified Placements (Section 3.2)

TriMerge has successfully staffed at least six (6) individuals in the past five (5) years whose roles align with the WVOT position classifications. The following table lists representative placements. Client contact information is provided for verification.

#	Candidate Title Placed	WVOT Classification Match	Client/Entity	Contact Name & Info	Dates
1	Senior Web Application Analyst	Senior Web Application Analyst	Enspyre / M3 Services	Cornelius Hill, hillc@enspyrellc.com , (708) 466-1985	2023–2024
2	CRM Application Analyst	CRM Application Analyst	Enspyre / M3 Services	Cornelius Hill, hillc@enspyrellc.com , (708) 466-1985	2023–2024

3	Cloud Architect	Cloud Architect	Enspyre / M3 Services	Cornelius Hill, hillc@enspyrellc.com	2023–2024
4	Cloud Systems Management Engineer	Cloud Systems Management Engineer	Enspyre / M3 Services	Cornelius Hill, hillc@enspyrellc.com , (708) 466-1985	2023–2024
5	LMS & eLearning Development Specialist	LMS & eLearning Development Specialist	Enspyre / M3 Services	Cornelius Hill, hillc@enspyrellc.com , (708) 466-1985	2023–2024
6	Cloud Financial Operations Specialist	Cloud Financial Operations Specialist	City of Opalocka, FL	Airia Austin, aaustin@opalockafl.gov, (305) 953-2868	2017–2022
7	Business Analyst	Business Analyst	City of Miami Beach, FL	Vyomie C. Greene, vyomiegrene@miamibeachfl.gov, (305) 673-7000	2023–2024
8	Senior Business & Financial Analyst	Business Analyst	Miami-Dade County, FL	Yinka Majekodunmi, Adeyinka.Majekodunmi@miamidade.gov, (305) 787-6000	2024

6. Technical Approach & Staffing Methodology

TriMerge applies a disciplined, transparent staffing methodology designed to ensure that every candidate presented to WVOT is fully qualified, thoroughly vetted, and prepared to perform from day one. Our approach integrates rigorous sourcing, multi-stage evaluation, validated credentialing, and full background screening. The methodology is described below and illustrated throughout this section. TriMerge will utilize State-provided hardware, software, and VPN access as required for assigned personnel.

6.1. Candidate Selection Process

TriMerge applies a disciplined, transparent process to ensure every candidate is fully qualified, thoroughly vetted, and prepared to perform from day one. Our 10-step methodology is described below and illustrated in Figure 1.

Step 1 – Position Intake: We review each delivery order in detail, capturing job family, required qualifications, certifications, clearance requirements, work environment, assignment length, and compensation parameters. This information is logged into TriMergePRO to create a definitive requisition record.

Step 2 – Talent Sourcing Activation: The position is assigned to a specialized recruiting team, and sourcing is immediately activated through multiple channels:

- Our proprietary database of pre-vetted IT professionals
- Internal redeployment of proven consultants
- Active postings on LinkedIn, Indeed, and [TriMergePRO.com](https://www.trimergepro.com)
- Targeted outreach to professional networks, technical schools, and workforce boards

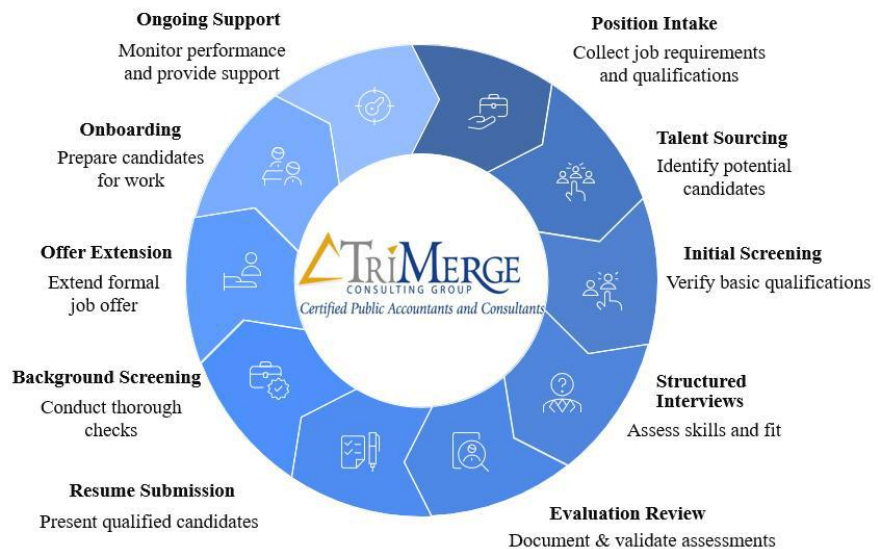


Figure 1: TriMerge's Staffing Approach

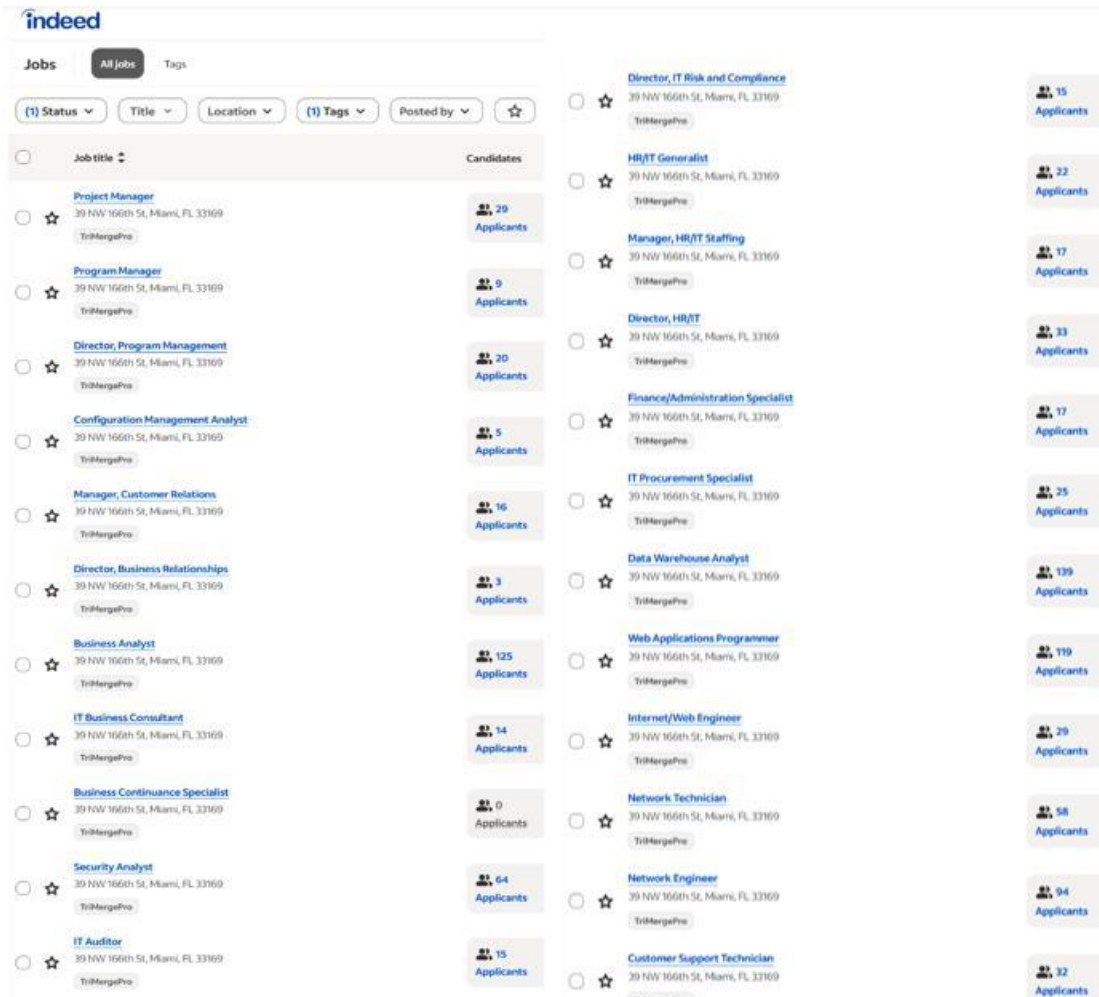


Figure 2: TriMerge Active Sourcing on Indeed

Our sourcing is intentionally inclusive, with partnerships through veteran organizations, disability advocacy groups, and industry and trade institutions. TriMergePRO manages all sourcing activity, allowing us to scale quickly while maintaining a complete audit trail of candidate flow.

Step 3 – Initial Screening and Security Pre-Checks: Each applicant undergoes structured prescreening conducted by our recruiters and compliance staff. This includes verification of relevant years of experience, technical expertise, work authorization, geographic availability, and compensation alignment. References are contacted early to validate performance history and reliability. Only candidates who meet every required criterion advance to the interview stage

Step 4 – Structured Interviews and Capability Assessments: Candidates who pass initial screening participate in structured interviews that assess technical expertise, situational judgment, communication skills, and cultural alignment. For IT positions, interviews are supplemented with technical assessments or simulations to validate role-specific competencies. This ensures candidates not only meet technical thresholds but also demonstrate adaptability and professionalism consistent with the State's expectations for contractor staff.

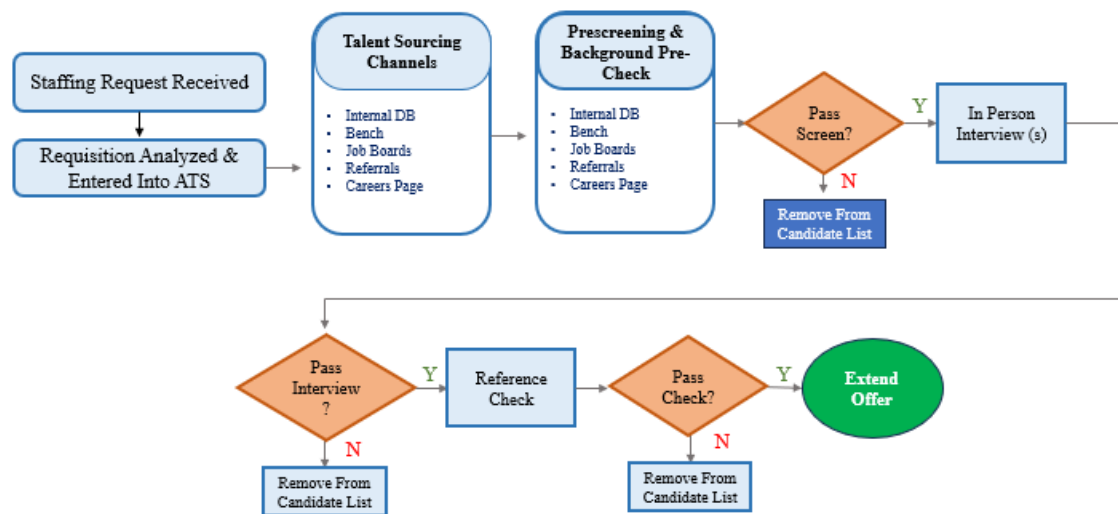


Figure 3: TriMerge's Recruiting Approach

Step 5 – Evaluation Review and Documentation: All interview results, technical assessments, and reference feedback are documented in standardized evaluation forms within TriMergePRO. The Recruiting Manager reviews and validates every record to maintain consistency and compliance. Candidate education, certifications, and licenses are formally verified prior to submission. Only fully qualified, properly documented candidates are presented to WVOT.

Step 6 – Candidate Submission and Client Coordination: For each requisition, TriMerge prepares a comprehensive candidate packet including a tailored resume, a qualifications summary directly mapped to the WVOT classification requirements, and all required documentation. We target presentation of qualified candidates within 48 business hours of requisition receipt, subject to candidate availability and the specific requirements of the delivery order. Our Account Manager coordinates directly with WVOT to schedule interviews, obtain feedback, and provide replacements rapidly when necessary.

Step 7 – Final Background and Security Screening: Candidates selected by WVOT undergo full compliance screening, including federal and state criminal history checks, verification of employment history, education, and professional licensure, and drug testing when required by WVOT or applicable law. Credit checks are conducted for financially sensitive roles. TriMerge conducts employment eligibility verification through E-Verify, comparing Form I-9 data against DHS and SSA records to confirm authorization to work in the United States. All candidates execute confidentiality agreements and must pass every component of this screening process before onboarding.

Step 8 – Offer Extension and Onboarding Coordination: Upon selection, TriMerge extends a formal offer and initiates a fully digital onboarding process. Required forms, including Form I-9, W-4, direct deposit, and any State-specific documents, are collected electronically. Start dates are confirmed with both WVOT and the candidate to ensure readiness. Our HR and compliance teams manage onboarding, ensuring efficiency, accuracy, and alignment with state and federal regulations.

Step 9 – Seamless Onboarding and Day-One Readiness: TriMerge's Employee Care Team ensures that candidates are fully prepared to begin work on Day One. This includes confirmation of credentials, system access, and orientation to WVOT policies and procedures. WVOT receives confirmation that onboarding is complete and that all candidates are fully compliant with Scope of Work requirements.

Step 10 – Ongoing Consultant Support and Performance Oversight: TriMerge maintains active oversight of staff performance throughout the life of each assignment. Our Employee Care Team conducts regular check-ins with assigned personnel and WVOT supervisors to monitor performance and address concerns, gathering structured feedback on work quality, attendance, and professionalism. Any performance concerns trigger a Corrective Action Plan with clear milestones. To support continuity, we endeavor to maintain a pool of pre-qualified backup candidates who can be deployed if replacement is necessary.

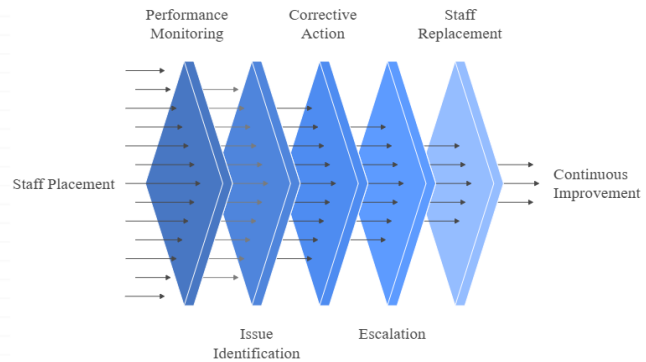


Figure 4: Performance Management Process

6.2. Knowledge Transfer & Mentorship

TriMerge fully embraces WVOT's requirement for professional mentorship, technical training, and shadowing opportunities for State analysts. Our approach is built on the following commitments:

- **System Documentation:** Candidates will document systems, processes, and procedures to create a lasting knowledge base for State staff.
- **Structured Training Sessions:** Candidates will conduct training sessions on specific technologies, tools, and methodologies to build State analyst capabilities.
- **Shadowing Opportunities:** State analysts will shadow our candidates, gaining hands-on experience with complex systems and processes.
- **Knowledge Transfer Plans:** For each engagement, we will develop a tailored knowledge transfer plan outlining specific activities, timelines, and deliverables.

This commitment ensures that when our engagement concludes, the State retains the knowledge and capability to sustain and enhance its IT infrastructure.

6.3. [TriMergePRO.com](https://www.trimergepro.com)

[TriMergePRO.com](https://www.trimergepro.com) is our proprietary workforce management platform, providing transparency, audit trails, and real-time monitoring of resource availability. The platform enables:

- **Rapid Sourcing:** A searchable database of pre-vetted professionals across all WVOT position classifications.
- **Compliance Tracking:** Automated verification of credentials, certifications, and background checks.
- **Candidate Tracking:** Real-time visibility into candidate status, from sourcing to onboarding.
- **Client Portal:** WVOT visibility into candidate submissions and performance metrics.

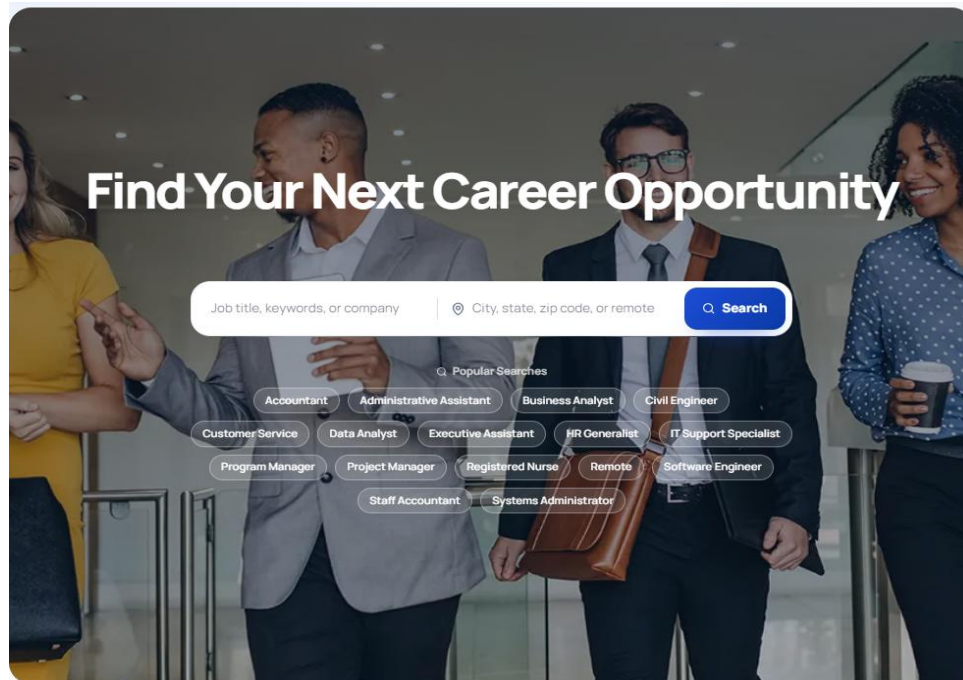


Figure 5: TriMergePro Homepage

6.4. Payroll and Compliance Infrastructure

TriMerge assumes full responsibility for payroll and compliance administration, ensuring that all contractor staff are paid accurately and on time while payroll tax obligations and compliance reporting are satisfied.

We utilize **RUN Powered by ADP – Essential** to manage payroll processing, automated tax filing, time tracking, and mobile-enabled employee access. This infrastructure provides WVOT with confidence that administrative processes are handled with the same precision and transparency as candidate vetting and onboarding.



Figure 6: Payroll and Compliance Infrastructure

6.5. Operational Formula for Staffing Availability

TriMerge has established a disciplined operational formula that ensures continuous staffing availability for WVOT. Our model anticipates needs, sustains uninterrupted service delivery, and provides assurance that qualified professionals will be available throughout the contract term.

Staffing Availability Methodology: We apply a proactive workforce management process that integrates recruitment, forecasting, and real-time monitoring of available talent. Resource availability is tracked through centralized dashboards that monitor current assignments, technical certifications, and contract readiness, enabling us to align resources with WVOT delivery orders in a timely manner.

Backup Staffing Strategies: To mitigate the risk of unavailability, TriMerge incorporates redundancy into every staffing assignment. TriMerge endeavors to maintain qualified alternate candidates for active and anticipated requirements, particularly for hard-to-fill and continuity-sensitive positions. Additionally, we structure cross-functional teams with overlapping capabilities, allowing skilled personnel to transition into

adjacent roles when necessary. Rapid substitution protocols ensure that when replacements are required, transitions occur seamlessly without service degradation.

Resource Management: TriMerge manages staffing resources through a centralized and disciplined process that integrates compliance, oversight, and performance monitoring. All employment records, payroll administration, and background verifications are maintained in accordance with federal and state requirements. Senior leadership provides direct oversight, supported by escalation procedures that allow us to resolve potential staffing gaps immediately.

6.6. Quality Assurance

TriMerge applies a three-level quality assurance framework to every engagement:

Level	Responsibility	Focus
Level 1	Individual Staff Member	Self-review, accuracy, completeness
Level 2	Recruiting Manager / Technical Lead	Technical validation, credential verification, compliance
Level 3	Executive Oversight	Final quality review for high-risk or executive-level assignments

This layered approach ensures that every candidate presented to WVOT is fully qualified, properly documented, and prepared to perform.

6.7. Confidentiality and Information Protection

TriMerge maintains a rigorous information protection framework that ensures all employees, subcontractors, and staff safeguard information designated as confidential or trade secret. Our approach is built on five layers:

- **Legal Foundation:** All personnel sign confidentiality and non-disclosure agreements.
- **Access Management:** Role-based controls ensure individuals only access information necessary for their responsibilities.
- **Technical Safeguards:** Encryption, secure file transfer, multi-factor authentication, firewalls, intrusion detection, and endpoint monitoring.
- **Subcontractor Compliance:** All confidentiality requirements flow down to subcontractors, with mandatory training and compliance monitoring.
- **Proactive Oversight:** Dedicated compliance and IT security teams monitor threats and follow a formalized incident response plan.

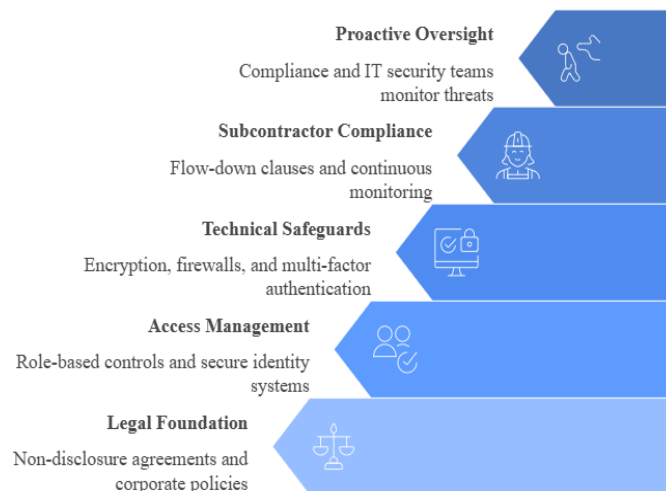


Figure 7: TriMerge's Security Pyramid

6.8. Background Screening

TriMerge will perform all background, credential, eligibility, and security screening required by the applicable delivery order, WVOT requirements, contract terms, and applicable law. Our screening capabilities include identity verification, education and employment confirmation, professional reference validation, criminal history review, and, where required, fingerprint-based searches for positions of special trust.

7. Key Personnel

TriMerge has assembled a leadership team with extensive experience in IT staffing, technical oversight, compliance, and candidate management. Their backgrounds directly support WVOT's need for qualified technical personnel and knowledge transfer across the State. All background check and drug screening costs are included in our fully burdened hourly rates.

7.1. Geraldine Lazarre

President & Principal Personnel

Education	Master of Science in Taxation, University of Miami (2003); Bachelor of Business Administration in Accounting, Howard University (1999)
Experience	23+ years

Geraldine Lazarre is the President and Co-Founder of TriMerge Consulting Group, P.A., bringing more than 23 years of business leadership and over a decade of dedicated experience in IT staffing and consulting for government clients. Since 2003, she has guided the firm's growth into a trusted provider of technical staffing services to federal, state, and municipal agencies.

Ms. Lazarre has direct experience managing large-scale IT staffing engagements. In 2025, TriMerge was successfully awarded the State of Florida IT Staff Augmentation contract to provide qualified IT professionals to State of Florida agencies. For the City of Opa-locka, she oversaw the deployment of more than 40 IT and financial management professionals across multiple departments, supporting comprehensive IT modernization, ERP integration, cybersecurity, and data management initiatives. Her leadership emphasizes executive oversight, contract compliance, and client engagement, ensuring that staffing solutions align with agency requirements and that all deliverables meet or exceed expectations.

Role on This Engagement: As Principal Personnel, Ms. Lazarre provides executive oversight, contract compliance, and client engagement for the WVOT contract. She is responsible for aligning staffing solutions with WVOT requirements, maintaining compliance with all applicable standards, and serving as the primary point of accountability.

7.2. Warren A. Solomon

Principal Technical Lead

Education	Computer Science curriculum, University of Miami; Information Systems and Technology Professional Certification, NGJ/Information Systems Institute
Certifications	Microsoft Certified Systems Engineer (MCSE), New Horizons Computer Learning Centers
Experience	35+ years

Warren A. Solomon is a seasoned IT professional with over 35 years of progressive experience in enterprise system design, deployment, administration, and technical support. Since 2014, he has served as an

independent consultant supporting TriMerge engagements, contributing more than 11 years of dedicated service to client projects and organizational initiatives.

Mr. Solomon's career includes significant government sector work, including research support for the City of Miami, as well as enterprise-scale projects with Ryder Systems and BellSouth. These experiences strengthened his expertise in managing large-scale IT environments, disaster recovery operations, and multi-platform integrations that bridge legacy and modern systems—capabilities critical for government and enterprise clients alike.

Over the course of his career, Mr. Solomon has delivered solutions across diverse IT environments, including secured wired and wireless infrastructures, cloud-based platforms, and enterprise applications. He has developed and executed disaster recovery strategies to ensure continuity of operations, integrated complex business processes with advanced technologies, and designed cost-effective IT solutions that enhance efficiency and security.

Role on This Engagement: As Principal Technical Lead, Mr. Solomon provides oversight of enterprise infrastructure, staff development, and client-focused IT solutions. He leads candidate evaluation, technical vetting, and knowledge transfer, ensuring that assigned staff possess the required technical proficiency and readiness to perform. He also serves as a senior mentor to deployed staff and a technical escalation point for complex IT challenges.

7.3. Yvonne Ducatel

HR Manager

Education	Bachelor of Science in Hospitality Management, Miami Dade College; Associate of Science in Hospitality and Tourism Management, Miami Dade College; completing Master of Science in Hospitality Management, Florida International University
Certifications	American Hotel & Lodging Association (AHLA) – Hospitality Sales and Marketing, Front Office Procedures, Food and Beverage Specialist; Human Resource Management Certificate, Florida International University
Experience	12+ years

Yvonne Ducatel is an experienced Human Resources professional with more than 12 years of progressive expertise in HR operations, compliance, and employee services across healthcare, government, and private sector organizations. She currently serves as HR Manager at TriMerge Consulting Group, P.A., where she has been employed for over four years, managing HR platforms, benefits administration, and pre-employment processes that align staffing solutions with organizational and regulatory requirements.

Her professional background includes HR leadership at Mount Sinai Medical Center, where she oversaw onboarding documentation, employee services, and audits, as well as with the State of Florida's Department of Management Services, where she provided retirement benefit counseling, conducted account audits, and verified eligibility claims. She has also supported HR and administrative operations for Miami Dade County and TriMerge Consulting Group, applying her expertise in HRIS systems including Lawson, Kronos, and UKG.

Role on This Engagement: As HR Manager, Ms. Ducatel oversees candidate screening, onboarding, and compliance. She ensures that all staffing solutions align with organizational and regulatory requirements and that every candidate presented is fully vetted and prepared for placement.

7.4. Karla Lopez

IT Staff Associate

Education	B.S. Data Analytics + Applied AI, Miami Dade College (Expected Spring 2027); B.S. Education, Miami Dade College (2011)
Certifications	AWS Certified Solutions Architect – Associate; AWS Certified Developer – Associate; CompTIA A+ ce
Experience	U.S. Navy (Active Duty & Reserve); AWS cloud infrastructure; AI/ML project delivery

Karla Lopez supports project documentation, scheduling, and technical coordination for TriMerge engagements. She holds AWS certifications in Solutions Architecture and Development and has deployed live cloud infrastructure (kvlopez.dev) using S3, CloudFront, ACM, and Cloudflare DNS. She has also built and deployed AI-powered applications, including SmartWrangle 2.0 and MathInsight AI. Her U.S. Navy service (Active Duty and Reserve) provides a foundation in technical troubleshooting, procedural compliance, and cross-functional coordination.

Role on This Engagement: Ms. Lopez supports project documentation, scheduling, and technical coordination. Her AWS certifications and cloud deployment experience enable her to support cloud-related staffing initiatives under this contract.

7.5. Summary of Key Personnel

Name	Role	Experience	Core Responsibility
Geraldine Lazarre	President & Principal Personnel	23+ years	Executive oversight, contract compliance, client engagement
Warren A. Solomon	Principal Technical Lead	35+ years	Technical oversight, candidate evaluation, knowledge transfer
Yvonne Ducatel	HR Manager	12+ years	Candidate screening, onboarding, compliance
Karla Lopez	IT Staff Associate	1+ year	Project documentation, scheduling, administrative support

All work under this contract will be performed within the continental United States. No state data will be accessed from or stored outside the U.S.

8. Terms and Conditions Acknowledgment

TriMerge acknowledges the Terms and Conditions outlined in the solicitation. The signed certification page (Page 29 of the CRFQ) is attached as Signed_Terms_and_Conditions.pdf.

9. Exceptions and Clarifications

TriMerge has reviewed the solicitation package in its entirety, including all specifications, terms and conditions, and instructions to vendors. We take no exceptions to any of the terms, conditions, specifications, or requirements contained in the solicitation and agree to comply fully with all provisions as stated.

10. Pricing

TriMerge has completed the Pricing Page (Exhibit A) for the selected position classifications. All rates are all-inclusive hourly rates, covering federal, state, and local taxes, social security, workers' compensation, insurance, and all other costs. No additional fees will be charged.

10.1. Pricing Summary Table

#	Position	Proposed Rate	Annual Total (2,080 hours)
1	Senior Web Application Analyst	\$120.00	\$249,600
2	CRM Application Analyst	\$105.00	\$218,400
3	Senior SQL Server DBA	\$105.00	\$218,400
4	Business Analyst	\$100.00	\$208,000
5	LMS & eLearning Development Specialist	\$100.00	\$208,000
6	Cloud Financial Operations Specialist	\$115.00	\$239,200
7	Cloud Architect	\$140.00	\$291,200
8	Cloud Security Professional	\$135.00	\$280,800
9	Cloud Platform Engineer	\$115.00	\$239,200
10	Cloud Network Engineer	\$120.00	\$249,600
11	Cloud Systems Management Engineer	\$110.00	\$228,800
12	CCOE Implementation Specialist	\$150.00	\$312,000
13	Mainframe Systems Programmer	\$110.00	\$228,800
	TOTAL		\$3,172,000

11. Regulatory Compliance & Insurance

TriMerge is registered in the West Virginia Purchasing Division's wvOASIS system and is in good standing.

Insurance: TriMerge will provide proof of the following coverages prior to contract award:

- Commercial General Liability: \$1,000,000 per occurrence
- Automobile Liability: \$1,000,000 combined single limit
- Professional/Malpractice/E&O: \$2,000,000 per claim
- Cyber Liability
- Workers' Compensation: Statutory benefits as required by West Virginia

12. Candidate Resume Statement

In accordance with Section 4.2.4, upon contract award and when presenting a staffing candidate in response to a specific Agency requirement/delivery order, TriMerge will provide a current résumé and completed qualification documentation identifying the candidate's qualifications against the applicable position requirements, including copies verifying degrees, as required. Candidate résumés are therefore not included with this bid response.

13. Conclusion

WVOT needs specialized technical staffing to support its mission-critical systems. TriMerge already holds a State of Florida IT Staff Augmentation contract awarded in 2025 and is currently engaged in state-government IT subcontracting in Ohio. We will rapidly deploy vetted candidates, provide structured knowledge transfer, and ensure full compliance, building a sustainable technical capability WVOT can own.

- **Rapid Deployment:** Qualified candidates within 48 hours.
- **Knowledge Transfer:** Mentorship and training for State analysts.
- **No Exceptions:** Full acceptance of all terms and conditions.
- **Goal:** Strengthen WVOT's internal capability, not create dependency.

We look forward to partnering with the West Virginia Office of Technology.

Respectfully submitted:

Geraldine Lazarre
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tech@TriMergeConsulting.com