USSMC

unlimited services systems management and consultants, inc.

"HELPING OUR CUSTOMERS REACH THEIR UNLIMITED POTENTIAL"

PAST PERFORMANCE

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National Oceanic Atmospheric Administration/NESDIS Program Management Division (Former Direct Services Division) and the Management Services Center (Computer Operations Division)

- Program/Project Management Administrative and other Staffing Support
- Technical Writer Service
- SharePoint Review
- Mapping and Policy Development
- Earned Value Management
- Records and Asset Management System Review
- Business Process Reengineering
- Budget Analysis and Financial Management Planning and Review
- Risk Management Analysis
- Satellite Systems Management Service Center Full Systems Architectural (both Physical, Local, Wide Area and Security Network and Cyber Security) Design Analysis, Systems Engineering and Systems Modeling and Simulation
- Review of Satellite and Telecommunication Manufacturers
- Enterprise-wide System Assessment and Design
- Help Desk Support and Customer Service Training
- COOP Planning
- Human Capital Planning
- Strategic Planning
- Database Analysis of Satellite Data
- Infrastructure Migrating Requirement Analysis
- Performance Base Planning Measurement and Justification
- Transitional Planning
- Disaster Recovery Planning Policy
- GAP Analysis
- Acquisition Support
- Quality Assurance
- Facilitation of Meetings/Special Activities
- Program Evaluation
- Financial Management and Contracting/Acquisition Support
- Knowledge Management Review
- Change Control Management
- Status Reports (Bi-Weekly and Monthly Reporting)

US. Department of Housing Urban and Development HUD

- Program /Project Management
- Correspondence Tracking
- SEMAP (Section 8)Corrective Actions
- Bulk Mailing and Administrative Support
- Analysis of EEO Office, Communications and Team Development Training for EEO Office
- Policy Development Support
- Curriculum Design
- Portfolio Management
- Process and Impact Evaluations
- (Section 203 Reviews)
- Human Resources Management/ Human Capital Planning/Policy Unit
- Technical Writer Services For Single Family Disposition; Policy Development
- Physical Assessment and Analysis Requirements
- Printing
- Financial Management and Budget Planning
- Customer Services Survey

Our team is experienced in Health Systems using two financial applications.
- Lawson / Infor
- Suite of ERP systems for hospitals, clinics, and other infrastructures.
- Requisition Processing and Financial Reporting
- Manage Supply Chain
- Kronos
- Time clock management and attendance application
- Human Resource management of employees and workforce
- Payroll and scheduling

Our team is also experienced with various financial institutions & banking **legacy systems**, languages, applications, program development, analysis, maintenance & etc.

Virginia Lottery

- USSMC provided Project Management, Event Planning, Administrative, Logistical, Media and AV Support for 300 Program Virginia State Agency Officials for their Agency Meeting. USSMC conducted all negotiations on behalf of the customer for all agency partners. The Virginia Governor was the guest presenter. Ensured all required customer service and quality assurance measures were enforced.
- The event was held at the Hilton Richmond Short Pump

The University of Mary Washington

USSMC provides the following services on behalf of a Master Contract Agreement for VASSCUPP:
- Market Research
- Negotiation of Rates
- Scheduling of dates/times for the events

Coordination from initial request of the specific agency and the final closeout of the event.

Virginia Union University Sydney Lewis School of Business

USSMC serves as a Small Business Trainer, Senior Consultant to the Dean of the School of Business and Small Business Advisory Council in partnership with the US Small Business Administration forcurriclum Development and Continued Accrediation.

A Partnership:

USSMC's President/CEO served as one of the keynote veteran speakers at the Veterans Women's Conference held at the Arlington Veterans Memorial in Arlington, VA to hundreds of veteran women owned small businesses in celebration of the new women's 8(m) program. This event was co- sponsored by the US Small Business Administration Veterans Program. She was also honored as well.

USSMC's President/CEO served as Keynote Speaker at a Managers retreat in San Antonio, Texas for over 30 managers. Addressed how managers needed to move as a team in the future as a small business company to be competitive in the Global and Federal Market Place. Client company has grown to over 700 hundred employees.

 Richmond SBA District Office

USSMC provides business training to several of their business partners to include:
- The Portsmouth Economic Development Office
- The Hampton University Small Business Incubator Program
- The Hampton Roads Urban League
- The Beulah Baptist Church

This training encompasses such subjects as the 8(a) development program, responding to an RFP and the Success for Business growth. Over two hundred small business participants were involved in this training.

USSMC is recently awarded a Business Supportive and Management Consulting Services Contract. USSMC provides these services to all of VDOT's approved small disadvantaged business participants.

 USSMC provides planning, program management and logistical support, information assurance and facilities management support for this DOD US Air Force installation.

U.S. Veterans Affairs Administration:

This event deployed a new veteran incubator program for service-disabled veterans who participated in the VETSUCCESSS program. Since USSMC's Veterans Training Education Development Business Academy (VTEDBA) program was so well received the OSDBU and Vet Success/VR&E Services, VACO, WASHINGTON, DC requested that USSMC presented to (90) VA Employment Coordinators the VA National Conference Center in Leesburg VA. The theme of the presentation was on Self Employment for Service Disabled Veterans. USSMC also was requested to speak at a mini conference for the Veterans Conference in New Orleans where over 5,000 veteran small National Employment Coordinator's on June 7, 2011.

Also provided IT and Logistical support services, information assurance to DC VA Hospital VISN.

Navy Seaport-e Prime Contractor & NextGen Subcontractor:

The Navy awarded indefinite delivery/ indefinite-quantity, multiple-award contracts to 914 contractors that will provide for their competition for service requirements solicited by Naval Sea Systems Command, Naval Air Systems Command, Space and Naval Warfare Systems Command, Naval Supply Systems Command, Military Sealift Command, Naval Facilities Command, Strategic Systems Programs, Office of Naval Research and the U.S. Marine Corps. USSMC was one of the Awardees. There are 22 functional service areas within the scope of the contracts which include: 1) research and development support, 2) engineering system engineering and process engineering support, 3) modeling, simulation, stimulation and analysis support, 4) prototyping, pre-production, model-making and fabric support, 5) system design documentation and technical data support, 6) software engineering, development, programming and network support, 7) reliability, maintainability and availability support, 8) human factors, performance and usability engineering support, 9) system safety engineering support, 10) configuration management support, 11) quality assurance support, 12) information system development, information assurance and information technology support, 13) ship inactivation and disposal support, 14) interoperability, test and evaluation, trials support, 15) measurement facilities, range and instrumentation support, 16) acquisition logistics support, 17) supply and provisioning support, 18) training support, 19) in-service engineering, fleet introduction, installation and checkout support, 20) program support, 21) functional and administrative, finance support, and 22) public affairs and multimedia support.

USSMC provides the following tasks: human factors, performance and usability engineering support; system design documentation and technical data support; quality assurance support, configuration management support, program support, functional and administrative, finance support and research and development support. The following tasks have been added to our tasks deliverables: acquisition logistics support, supply and provisioning support, and training support. USSMC has completed some opportunities that is highly classified and cannot be disclosed.

National Grantee Meeting: USSMC is currently providing program management consulting, logistical and administrative support, graphical design, sign-age, web development, web streaming/webinar, video and audio visual-support, meeting room requirements, giveaways, food and travel requirements. USSMC is also responsible for full contract negotiation for the Department of Health and Human Services. This was in preparation for over 300 program participants. This requirement was held at the Grand Hyatt Washington. Additional support is required for the Regional Training.

National Path Stakeholders Meeting: USSMC provided management consultant, logistical support, graphical design, made hotel arrangements with the Grand Hyatt Washington and negotiated contract and required meeting rooms, AV Equipment, lunch, breaks and travel arrangements (Air, bus, and train arrangements for a national managers meeting for 40 participants. This requirement was for SAMSHA's National Path Stakeholders Meeting. USSMC also under this requirement planned for other efforts for over 600 participants nationally across 50 states and the US Territories. Completed a customer service survey. Business Results, Quality Assurance and Customers Service Relations Management is paramount and foremost.

US State Department: (USSMC Served as Host Company)

USSMC was awarded and serves as Event Manager and Management Consulting firm for Secretary of State and the Johannesburg South African Government Justice System. USSMC receives contract from USAID to host, plan agenda and provide technical assistance for an event for Secretary of State Condoleezza Rice to address Johannesburg South African Human Rights and Justice Government System Reform possible re-organizational efforts. USSMC coordinated with the South African Embassy in Washington, DC for the safe arrival of several official diplomats from the South African government for scheduled meetings in the US with the Secretary. Executed extensive research and analysis of the South African justice system six months a head of schedule meetings and concluded with a new policy being instituted in South Africa's Justice System. USSMC received a letter of honor and accommodation from both the Secretary of State and the Johannesburg South African Government Justice System for Outstanding Service.

DHS Second Annual Acquisition Seminar at Fort Belvoir Officers Club

USSMC coordinated with the Department of Homeland's Security's Program, Project Management and Transportation services for the agency's entire Acquisition and Procurement Staff (300) from all agencies of Homeland Security to include: the Homeland Security Headquarters Office, the Transportation Security Administration, the US Customs and Border Protection, the US Citizenship & Immigration Services and Custom Enforcement, US Secret Service, the Federal Emergency Management Agency and the US Coast Guard. Provided administrative, technical and logistical support, and graphic design, ordering of specialized give-a-ways, held meetings with customer and USSMC staff, coordinated food with Fort Belvoir Officers Club. Coordinated security, a/v and video support with Fort Belvoir's Officers club and music. We were responsible for signage and floor plan layouts, parking, delivery of equipment and conference materials, arrangements, set up and badges, worked with customer on all change requests, travel requirements, program agenda and bios. Kept customer, contracts and all parties concerned abreast of any changes. We have provided weekly to bi-weekly status reports to customer, staff and contracts. We have provided final the report. CPARS assessment our client indicated excellent to outstanding evaluation.

DHS Third Annual Industry Day

USSMC coordinated all registration, webinar and website, logistical support to Homeland Security and the following agencies: the Homeland Security Headquarters Office, the Transportation Security Administration, the US Customs and Border Protection, the US Citizenship & Immigration Services and Custom Enforcement, US Secret Service, the Federal Emergency Management Agency and the US Coast Guard. We also provided IT, graphic design, layout, program and agenda development, registration, and AV for the Department of Homeland Security's Industry Day for 625 business participants, held at the Ronald Reagan International Trade Center Building in Washington, D.C. This included the following agencies: the Homeland Security Headquarters Office, the Transportation Security Administration, the US Customs and Border Protection, the US Citizenship & Immigration Services and Custom Enforcement, US Secret Service, the Federal Emergency Management Agency and the US Coast Guard. A quality assurance evaluative report was provided. This was a successful program.

United States Department of Agriculture USDA OCIO

- Program /Project Management
- USSMC prepared the curriculum
- Provided online training for the subject areas to over 1500 training participants all over the US
- Graphics Support Services and Printing

Web Server 2010, Conflict Resolution, Time Management, Quality Customer Service, and Motivating Employees. Students registered online and followed the class presentations using Live Meeting. USSMC utilized its backend database to keep track of all web-based class activities. USSMC also coordinated all mailings and other logistical support efforts.

United States Department of Agriculture USDA Rural Development

- Conducted Business Process Reengineering effort for entire Procurement and Acquisition Office for the Chief for Program Support.
- Program /Project Management
- Strategic Planning
- Logistical Support
- Administrative Support Services
- Human Resource Development/Technical Writing
- Events/Conference Management
- Graphics Support and Printing
- Database Administration
- Information Assurance
- Correspondence/Help Desk Support Services
- Market Analysis for Housing for Secretary of Agency and Under Secretary
- Training: Customer Service
- Technical (IT)
- Professional Service Training
- Baldrige Training
- Virtual Private Server
- Financial Management and Budget Analysis
- EEO Services
- Management Information Systems (MIS)
- OSDBU-Team Development Training
- Information Assurance
- Software and Hardware Buys.
- Market Research for Property/ Asset Management Portfolio

This project involved training planning, curriculum design, development, customer service relations management, quality assurance, evaluation, logistical support (Level 1& 2) online web development, programming and online support.

SBA.GOV — U.S. Small Business Administration

- Continues to serve as Management Consultant
- Program /Project Management
- National Executive Leadership Development Training for 10,000 small businesses
- DCAA Audit Training
- Business and Strategic Plan
- Marketing and doing business with the Federal Government
- Learn the procurement process and how to write winning proposals
- Cost and Pricing/Financial Management for the 7(j)/8(a) Small Business Owners
- Management and Leadership for the 7(j)/8(a), Hub Zone, EWOSOB and WOSB, Small Business Owners
- Mentor Protégé Programs
- Incorporating Technology Transfer/SBIR/STTR Opportunities
- New Tax Implications and Getting a Handle on your financial management requirement
- The Strategic Plan of the Organization
- Bid vs. No bid
- Management Information Systems/Records Management.
- How to participate in the Government Surplus Program
- This training was conducted at 50 SBA local state field offices all over the United States to over 10,000 small businesses
- Printing
- Customer Services Relations Management
- Quality Assurance
- Strategic Planning

This project involved training planning, curriculum design, development, evaluation, logistical support (Level 1& 2) on-line web design, development and content mgmt., programming and on-line project management support.

The Small Business Development Center (SBDC) Dallas, Texas

- Program /Project Management
- USSMC prepared the curriculum
- Training to over 180 Business Executives during a one-day training seminar.
- Graphics Support
- USSMC was provided with a certificate for outstanding service. Through our training we were able to assist the SBDC in promoting small business success by providing management education to 49 counties. This effort assisted small businesses in creating jobs and economic growth by utilizing the elements of quality counseling and training, community involvement and the leveraging of resources. Completed a customer services survey.

US Department of Defense (GCCS) DOD - FORT BELVOIR

- Program /Project Management
- Set up test and configuration of GCCS Command Center
- Intelligence Mission Project Support
- Cyber
- Family Advocacy Training
- Customer Service Relations Management
- Quality Assurance
- Contracts Acquisition Support

Andrews Air Force and NASA Langley Air Force Base (2nd Field Investigation Region/LG)

- Program Management
- Planning logistical support and facilities management

support for both DOD's US Air Force installations.

National Aeronautics Space Administration (NASA): (A Blanket Purchase Agreement)

- Program /Project Management
- Training (Diversity)
- Conference/Event Evaluation

This project involved training planning, curriculum design, development and evaluation. This project involved training planning, curriculum design, development, evaluation, logistical support (Level 1& 2) online web development, programming and online support.

Edward C. Mazique Parent Child Center

- Project Management
- Program Management
- Grants Writing

Federal Bureau of Investigation

- Technical (IT)

Health and Human Services

- Program/Project Management
- Business Process Re-engineering
- Career Development Training

This project involved training planning, curriculum design, development and evaluation.

SMALL BUSINESS CLIENTS:

As part of our passion, USSMC continues to work with several small business clients through preparing business planning, business development efforts and strategic planning, human resource, organizational development/training, management consulting and completing various certifications to include: SAM former CCR, DBE's, DOT, 8(a), 8(m) Women, Hub Zones, GSA Schedules and other registrations. Business Development and Government Services are also available to your organization. USSMC has trained over 10,000 small businesses and over 5,000 veteran small businesses across the country. Information is confidential. We believe that as many small businesses as possible need to be prepared to do business with the government and commercial clients.

Serve as Senior Consultant for Small Business on WTVR Channel 6 Virginia This Morning TV Show.

The International Broadcasting Bureau (IBB)

- Program /Project Management
- Human Resource
- Information System Design
- EEO
- Training
- Oracle Database Support

This project involved training planning, curriculum design; graphics support services, development, evaluation and web development.

Bureau of Engraving and Printing

- Program /Project Management
- Business Process Re-engineering of EEO/ECS Office.
- Employee Assistance Program Office
- Training
- Strategic Planning
- Administrative Staffing
- Data Base Management
- Human Resource Capital Planning
- Policy Development
- Management Information Systems (MIS)(Work-flow)
- Administration Services
- Quality Assurance
- EEO Statistical Analysis
- Training for the Contracts and Acquisition Team

This project involved training planning, curriculum design, development, graphics, evaluation and web development.

DC Public Schools • Program/Project Management • Training • Management Consulting This project involved training planning, curriculum design, development and evaluation.	**State of Maryland Department of Transportation, Office of Minority Business Enterprise and State of Maryland Government** State of MD • Program /Project Management • Financial Documents Review Training for Certification and Recertification Unit • Technical Support • Establishment of State Wide Local Management Board • Training • Business Process Re-engineering • Customer Services Survey
Department of Interior • Program /Project Management • Training • Baldrige Organizational Analysis • Human Capital Planning • EEO Investigation Services • Software and Hardware Buys • Technical (IT) • Graphics Support This project involved training planning, curriculum design, development and evaluation.	**Office of Personnel Management (OPM)** • Program /Project Management • EEO Investigations and Tracking System • Software Development • Technical (IT)
DC Housing Authority • Program /Project Management • SEMAP (Section 8) Corrective Action • Financial Management • Technical (IT)	**Prince George's County Public Schools** • Program /Project Management • Technical (IT) • Hardware and Software Buys and Support

Internal Revenue Service • Program/Project Management • Training • Configuration Management • Quality Assurance Plan	
United States Postal • Technical (IT) • Management Consulting	**Treasury US. Customs:** • Program /Project Management • EEO Investigations • Training This project involved training planning, curriculum design, development and evaluation.
NEXTEL • Technical (IT) • Senior Consultant/Configurations Manager • Version Manager Administrator	**OFFUTT AIR FORCE BASE** . **IT Training**

Project Management Capabilities and Potential Team: USSMC has the resources and experience to professionally manage any project. We will ensure that a highly qualified Project Manager led and project team is in place at the contract start up under the tutelage of our Business Operations Manager and President and CEO.

Customer Satisfaction: In satisfying our customers we must continue to shape the skills of our team that are best suited for customer communication, providing contract and contact management systems for both the customer and our team members. Through this initial effort and continual review of responsibilities for operating efficiently is the starting point in finding ways to improve the system. From our experience as professional trainers we have received accommodations that allow us to improve our service delivery and that ultimately of the customer. Our customer service reputation enjoys an excellent track record with all of our customers. Our Independent Customer Survey Evaluations, our CPARS Performance Assessments, Open Ratings validate our performance levels and quality of our service.

Quality Control Plans: Quality Control Plans are an inherent responsibility of USSMC regardless of its inclusion as part of the contract requirements. The QCP developed for our particular contracts are always followed up, processed and appropriately injected in the system improvement posture. Follow-up services were provided to all above service requirements.

Budget: All of our contracts are executed within budget that is reviewed and updated annually. The monthly review process helps to ensure that the project not only stays within budget, but we also look for ways to do the job better at a more economical and value added price.

Timelessness: In our business timeliness is of the utmost importance, because every part is dependent on the other parts in a time phased system of goal accomplishment.

USSMC has subject matter experts that are quite knowledgeable about the Federal Acquisition Laws and DCAA Regulations; this will allow Financial Management and Contract Administration to be executed appropriately.

We stay knowledgeable about our subject matter areas to keep our customers well informed and educated about the latest trends, services and technologies for the future.

Please see our website at: www.ussmccorp.com

Listed are other services provided by the company. Upon request we will be more than happy to provide you with letters of reference or evaluations from our satisfied customers.

For more information contact Bill Robinson, Executive Vice President of Operations/Program Management Services at 1-844-44USSMC ext. 700 **or email: brobinson@ussmccorp.com. You may also forward any request to CorporateOffice@ussmccorp.com and you can reach our offices at** 1-844-44USSMC **ext. 0 or 804-205-5027.**