



Lord and Tucker Management Consultants, LLC

Developing People and Promoting Organizations

CAPABILITY STATEMENT

ABOUT US

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 Certifications: **Federal 8(a)**
EDWOSB
MD MBE
 DUNs #: **603820213**
 PSC Codes: **R499, R699, and U008**
 Cage Code: **45SD7**

CORE COMPETENCIES

Lord and Tucker Management Consultants, LLC (LTMC) provides programs and business operations subject matter expertise supporting your:

- ✓ Program and Contracts Offices Acquisitions Training and Staffing
- ✓ Compliance Checks, Quality Assurance, Reviews and Audit Support
- ✓ Logistics Support, Project Management and Meetings Support
- ✓ Budget Formulation, Pricing and Estimating including IGEs
- ✓ Business Process Improvement Analysis and Evaluations
- ✓ Purchase Card Program Compliance Reviews Support
- ✓ Cooperative, Interagency, and MOU Agreement Development
- ✓ Training, Reports, Assessments, and Analysis
- ✓ Public and Legislative Affairs Reporting/ FOIA Staffing Augmentation

SERVICE DIFFERENTIATOR

LTMC prides itself on assessing the client's needs to create customized project outcomes and deliverables.

Cradle to Grave Acquisition Support - Program Acquisition Support, Project Market Research Strategy and Assessment Support, Market Research, Acquisition Planning, Policy and Strategy Development, Acquisition Strategy Development related to Capital Asset Planning, Statement of Work/Performance Work Statement (PWS), Independent Cost Estimate, Request For Proposal/ Request for Information Development and Support, Evaluation Materials/Support.

Full Cycle Contract Administration - Purchase Card Program Audits and Administration, Contract Administration, Invoice Management/ Monitoring and Reconciliation, Contract/ Project Management, Performance Monitoring, Deliverable Management, Subcontract/ Purchase Order/ Task Order Development, and Contract Closeout.

Training and Professional Development - Federal Procurement Series: Environmental and Simplified Acquisitions; Financial Analysis; Contracting Workforce, Professional Development, and Workforce Training.

Program Planning and Development - Program Management Office Support including **Congressional Affairs**.

Program Planning, Strategic Management, Rapid Engineering and Change Management.

Research, Evaluation and Policy Studies - Morgan State University Estuarine Research Center.

SELECTED CLIENT ENGAGEMENTS AND PAST PERFORMANCE

Department of Health and Human Services Center for Medicare and Medicaid Services (CMS) and National Institutes of Health -Independent review of CMS **Purchase Card Program** and developing and implementing training program for Approving Officials and Purchase Card Holders (CMS) and **Acquisition Policy/ Program Evaluation** (NIH).

Health Resources Services Administration - Identified **Acquisition Workforce Best Practices**, best practice guides, and templates in support of developing PWS and uniform specifications and other pre solicitation documents (acquisition plan, source selection plan, IGCE, QASP, performance measures, proposal instructions, and small business plan.

U.S. Census Bureau - Provided **Acquisition Management** in support of Program Office and Acquisitions Staff pre and post Decennial implementation and planning by awarding and administering numerous contracts (IDIQ, BPAs, task orders, competitive awards) for Census Bureau critical program offices and divisions operational improvements. Subcontractor to the MITRE Corporation, Federally Funded Research Development Corporation (FFDRC).

U.S. DOJ Office of Justice Programs and DHHS Office of Inspector General - **Awarded and Administered** multiple IT Hardware/Software including Copiers, Service and Maintenance Agreements through NASA SEWP and GSA IT 70 Schedule during the critical 3rd and 4th quarters.

U.S. DOI including National Park Service - Conducted **Extensive Pre Acquisition Planning** including market research, Industry Day, and DOI wide survey (develop/conduct/analyze) to capture employee input for new state of the art uniform.

U.S. HUD - Provided **Program Process Reporting and Analysis** to fully understand the overall objectives of Section 8 contract administration and assisted in developing a new strategy for obtaining the Performance Based Contract services.

NAICS

541199 – All Other Legal Services

541611 – Administrative Mgmt and General Mgmt Consulting Services

541612 – Human Resources Consulting Services

541613 – Marketing Consulting Services

541618 – Other Management Consulting Services

541990 – All Other Professional, Scientific and Technical Services

561110 – Office Administrative Services

561312 – Executive Search Services

561320 – Temporary Help Services

561410 – Document Preparation Services

561499 – All Other Business Support Services

561920 – Convention and Trade Show Organizers

611430 – Professional and Management Development

611710 – Education Support Services