

CAPABILITY STATEMENT

Acquisition Professionals (AP) LLC is an award winning minority owned, Economically Disadvantaged Woman-Owned Small Business (EDWOSB), certified 8(A), International Organization for Standardization (ISO) 9001:2015 certified company. AP provides the right technical solution via accountability, proficiency and integrity on administrative, acquisition and grants, program and financial management and IT support service contracts to federal clients.

AP LLC provides an integrated approach in the following Core Areas:

Acquisition Management

- Cradle-to-grave Life-cycle Management
- Acquisition Planning & Milestones
- Market Research & Strategy
- Independent Government Estimates
- Source Selection & Evaluation
- Performance Work Statement & QASP
- Debriefings & Protests
- Contract Administration
- Contract Closeout
- Lessons Learned

Program Management

- Best Project Management Practices
- Stage Gate Approach
- Project & Program Kick-Off
- Risk Management
- Scope Management
- Schedule Development
- Monitoring & Control
- Project Closeout
- Portfolio Governance

Information Technology Services

- Enterprise Architecture
- Cyber Security
- IT Governance
- Systems/ Network Administration
- Operations & Maintenance
- IT Asset Management
- Business Process Re-engineering
- Systems Life Cycle Planning
- IT Acquisition Reviews
- Systems Implementation
- Engineering Support
- Web Design and Development
- Network Planning, Design & Integration
- Information Assurance
- Artificial Intelligence

Administrative Support

- Schedule Management
- Office Management
- Inventory Control
- Logistical Support
- Travel Coordination & Scheduling
- Clerical Support
- Human Resources

Financial Management

- Accounting
- Budget Execution
- Budget Formulation
- Financial Control & Reporting
- Records & Documentation

Awards and Recognition

- Received the **BOW Knows Growth Honorary Award** (2023) - after successfully growing company sales over 20% in a year
- Featured in the **Inc. 5000** list of the fastest-growing private companies in America (2021-2023) after accomplishing 227% of growth in 2 years.

Testimonials

"Great instructor! Very knowledgeable and personable. Very well presented, kept interesting and relevant." - NGA

"The team reported back on the excellent communication and quick actions taken by your team to ensure all contract awards were successfully executed. We appreciate all of you!" - Dept. of Labor

"(He) proactively reached out to make sure the individual understood the process and helped him streamline it-in the customer's words he truly went above and beyond." - FBI

SBA Business Opportunity Specialist Zorana Richardson

Virginia (Richmond) District Office
U.S. Small Business Administration
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Contract Vehicles

GSA PSS Schedule - GS47QRAA18D00FJ
GSA 8A STARS III - Contract #: 47QTCB22D0002
Navy Seaport NextGen (Subcontractor)
Contract #: N00178-19-D-8657 / N0017819D8093

NAICS CODES

518210	541611*	561320
541219	561210	561410
541512	541618	561990
541513	541990	611430
541519	561110	

UEI NUMBER

QPX7HPXJX733

CAGE CODE

758C9

Clients Supported In

- District of Columbia
- Maryland
- Virginia
- Pennsylvania
- North Carolina
- Georgia
- Alabama
- Louisiana
- Illinois
- California

Contact Us

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Past Performance

Prime Contracts

Client: Food and Drug Administration (OAGS)	Description: Acquisition Support	
Contract Type: Labor Hour	Contract #: 75F401-21-C-00139	Contract Value: \$3.3 million
Client: U.S. Department of Agriculture (PMO)	Description: Contract Support	
Contract Type: Firm Fixed Price (FFP)	Contract #: 12RADZ-21-F-0201	Contract Value: \$927,000
Client: U.S. Department of Agriculture (PMO)	Description: Appraisal Assistant Support	
Contract Type: Firm Fixed Price (FFP)	Contract #: 12RADZ-21-F-0202	Contract Value: \$950,000
Client: GA Army National Guard	Description: HR Support Services	
Contract Type: Firm Fixed Price (FFP)	Contract #: W912JM-21-C-0013	Contract Value: \$721,000
Client: GA Army National Guard	Description: Administrative Support for Recruiting and Retention	Contract Value: \$862519.20
Contract Type: Firm Fixed Price (FFP)	Won Recompete (old contract # is W912JM22C0007)	Contract #: W912JM21C0005
Client: Centers for Disease Control and Prevention	Description: Program Management Support Services	
Contract Type: FFP	Contract #: 75D30122C13514	Contract Value: \$2,492,811
Client: Department of Labor	Description: Acquisition & Administrative Management Support Services	
Contract Type: BPA Time & Materials/FFP	Contract #: 1605DC-20-A-0011	Contract Value: \$38 million
Client: Bureau of Fiscal Service	Description: Office Manager	
Contract Type: FFP	Contract #: 20341820F00003	Contract Value: \$429,008
Client: Bureau of Fiscal Service	Description: Environmental Scientist Technical Support	
Contract Type: FFP	Contract #: 20341821C00001	Contract Value: \$568,921
Client: Federal Mediation Conciliation Services	Description: Acquisition Support Services	
Contract Type: FFP Labor Hour	Contract #: 93310019F0002	Contract Value: \$461,669
Client: Equal Employment Opportunity Commission	Description: Acquisition Closeout Support	
Contract Type: FFP Labor Hour	Contract #: 45310019F0159	Contract Value: \$189,795
Client: United States Patent & Trademark Office	Description: Acquisition Support Services FFP	
Contract Type: FFP	Contract #: 1333BJ20F00002011	Contract Value: \$1,146,239
Client: National Institute of Health	Description: Acquisition and Program Support Services	
Contract Type: Labor Hour	Contract #: 75N92021P00192 / 75N92022P00094	Contract Value: \$1,235,457 / \$1,180,927

Subcontracts

Client: Federal Emergency Management Agency	Description: Acquisition and Contract Administration Support	
Contract Type: IDIQ Firm Fixed Price (Subcontractor to Seventh Sense)	Contract #: 70FA4018F00000143	
Client: FBI SOAPS Task Order #84	Description: IT Enterprise Asset Management Support	
Contract Type: FFP Labor Hour (Subcontractor to TMR)	Contract #: DJF-17-1200-D-0002506	
Client: Food and Drug Administration	Description: CTP Call Center Support	Contract Value: \$145,000
Contract Type: Labor Hour (Subcontractor to RedSky)	Won Recompete	Contract #: 75F40121C00041 (75F40119C10043 prior)
Client: Dept. of Energy	Description: Procurement Support	
Contract Type: Labor Hour (Subcontractor to Seventh Sense Consulting)	Contract #: 89303022FMA400474	
Client: NIH NITAAC	Description: NITAAC Program Support Services	
Contract Type: FFP Labor Hour (Subcontractor to Seventh Sense Consulting)	Contract #: HHSN263201700241U	
Client: U.S. Department of State	Description: Program Management	
Contract Type: FFP Labor Hour	Contract #: 119AQMM-21-F-3038	