



Working for your Success!

Capability Statement

Corporate Profile:

EIN: 36-4668528 **DUNS #:** 96-197-8322 **CAGE Code:** 61S43 **SIS/NAIC:** 541611

District of Columbia Small and Local Business Development No.: LSDV2641092015

Doing Business As: PMS

Legal Structure: "LLC" Corporation

Corporation Type: U.S. Corporation

Legal location: Washington, DC

Date Incorporated: January 1, 2009

SBA Status: Certified Service Disabled Veteran Owned Small Business
 Certified Small Disadvantaged Business
 Certified 8 (a)
 GSA Schedule (Application Pending)

Responsible Party: John Armstrong, President, and CEO

Executive Assistant: Ms. Mandy Harper

Corporate Contact Information:

Headquarters Address:

7826 Eastern Avenue, NW
Suite 200
Washington, DC 20012

Mailing Address:

POB 760
Bristow, VA 20136

Phone: 202-830-0616

Fax: 202-747-7613

Website: www.PMS.org

Email: jarmstrong@PMSLLC.org

Type of Services:

Management Consulting / Program Management Support Services / Business Services / Professional & Technical Services / Information Technology / Federal and Private Sector Financial Management / Human Resources / Educational Consulting

CAPABILITIES:

PMS meticulously conform to contract specifications and adheres to contract schedules while providing a broad range of performance-based services that are founded on commercial best practices, respond to users' needs and deliver value to our customers.

Founded in 2009, PMS is a management consulting firm, focused on providing superior administrative, financial advisory, management consulting, educational consulting and information technology services. Our mission is to achieve leadership positions in these disciplines by serving the needs of our customers in innovative ways and by being the best in everything we do. Our staff has a rich 30-year history and have provided support services to a number of diverse federal agencies and commercial firms. In our engagements with these customers, we commit to:

- conform to the specifications of the contract and adhere to contract schedules and price
- provide the services in accordance with commercial best practices
- focus on delivering value to our customers
- ensure customer satisfaction
- resolve issues immediately and effectively

Our commitment to these performance standards has resulted in a 100% success rate in meeting contract specifications, adhering to contract schedules, and meeting customer satisfaction benchmarks. We are proud of this record and our ability to avoid delinquency in any performance element of the contracts we have been awarded. We are particularly proud that we always deliver valuable services to our customers, and our delivery of support services has never resulted in a cost overrun.

Client Experiences/Past Performances:

PMS has provided administrative, contract, personnel, audit and financial management support services to the following, and other agencies.

Some of the services we have provided include:

- Providing general administrative and program management support
- Organizing and maintaining databases
- Developing and disseminating descriptive programmatic information
- Communication with program participants and the public
- Coordination with multiple government agencies, locally and internationally
- Utilization of case management principles and techniques
- Recommending and facilitating government actions; both financial and administrative
- Providing financial, audit, payment and compliant services



Working for your Success!

Clients List (not all inclusive):

- Operation Hope, LLC
- American Federal Government Employees Union
- District of Columbia Public Schools
- District of Columbia Private Schools
- Discovery Education, Inc
- College Board, The
- Serving Our Children, LLC
- Arlington County
- Hundreds of commercial tax clients

We have the experience and dedication that will make your program a success.