

Systematic Management Services, Inc.

CAPABILITY STATEMENT



Controlling the Future

Celebrating 40 Years of Excellence



A Message from
OUR PRESIDENT & CEO



DILIP V. KULKARNI, PH.D

Doctor of Philosophy, Conflict Analysis & Resolution

Master of Science, Organizational Dynamics

Master of Science, Civil Engineering

Bachelors of Engineering, Civil Engineering

Systematic Management Services, Inc. (SMS) was founded in 1979 to assist our clients in controlling the future of their programs and making their end products better, safer, faster and cheaper.

Since our inception we have been set apart by our vision and unmatched dedication to delivering services, which are truly value-added. Though thirty-seven years of sustained excellence substantiates our success, we believe our best is yet to come.

*Dilip V. Kulkarni
President & CEO*

We are **SYSTEMATIC MANAGEMENT SERVICES, INC.**

Founded in 1979 and based in Frederick, MD

Award Winning, Minority-Owned Small Business

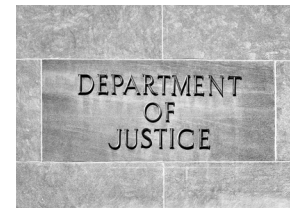
Small Business for all NAICS Codes with \$15M Size Standard and above

Graduated from the SBA 8(a) Program – September 1993

SMS has been the Prime Contractor on all but five contracts

Never exceeded the estimated contract value

Not a single claim against the Government or Subcontractor



OUR CLIENTS HAVE INCLUDED THE DEPARTMENT OF ENERGY AND THE DOE NATIONAL NUCLEAR SECURITY ADMINISTRATION; DEPARTMENT OF JUSTICE; DEPARTMENT OF DEFENSE; OTHER FEDERAL, STATE, AND MUNICIPAL AGENCIES; PRIVATE INDUSTRIES; AND EDUCATIONAL INSTITUTIONS.

After working as a leader in other consulting services, Mr. Kulkarni founded and led Systematic Management Services, Inc. (SMS) with the following operational philosophy:

We add value by exceeding the expectations of our clients and empowering our coworkers. The “Seven C’s” -- competence, consistency, commitment, cooperation, communication, conscience, and compassion – illuminate our vision for delivering solutions of unsurpassed excellence that work right the first time. Our determination empowers us to bring integrated solutions and innovative applications of technology to every assignment. Everything we do must be founded in the “Power of Ethical Management”. As a result, our integrated, multi-disciplined services allow our clients to control the future of their programs and deliver value every time, for every client.

Utilize SMS: **CONTRACT VEHICLES**

SYSTEMATIC MANAGEMENT SERVICES, INC. (SMS) OFFERS OUR CLIENTS A VARIETY OF EASILY ACCESSIBLE, HIGH-QUALITY SOLUTIONS THROUGH OUR BLANKET PURCHASE AGREEMENT (BPA) AND GSA CONTRACT VEHICLES.



DOE/NNSA TECHNICAL, ENGINEERING AND PROGRAMMATIC SERVICES (TEPS) BPA

Contract: DE-NA0003134 **Period of Performance:** November 01, 2017 through October 31, 2022

This small business, agency-wide contract with the Department of Energy (DOE)/National Nuclear Security Administration (NNSA) allows our DOE/NNSA clients to access the SMS Team's cost-efficient services to meet their technical, engineering and programmatic needs.

GSA OOCORP PROFESSIONAL SERVICES SCHEDULE (PSS)

Contract: GS-00F-241CA **Base Period of Performance:** August 01, 2015 through July 31, 2020

SINs: (PES) 871-1, 871-2, 871-3, 871-5, 871-6 & 871-7; (MOBIS) 874-1, 874-6 & 874-7; and (ES) 899-1, 899-3 & 899-7

With SMS' Professional Services Schedule (OOCORP), our clients can utilize SMS' GSA-approved services and labor categories to provide various environmental, business and management, and professional engineering solutions under a single contract.

NAICS CODES:

SMS operates under the following NAICS Codes (Classified as a Large Business for codes in **RED**):

423490, 424920, 541330, 541511,
541512, 541513, 541519, 541611,
541612, 541613, 541614, 541618,
541620, 541690, 541715, 541910,
541930, 541990, **561110**, 561320,
561410, 562910, **611410**, **611420**,
611430, **611691**, **611699**, & 611710

We Provide **SYSTEMATIC SOLUTIONS**

ANTICIPATING PROJECT NEEDS
DELIVERING PRACTICAL SOLUTIONS AND TRAINING
COMPLETING PROJECTS BEFORE OR ON TIME
DEVELOPING SOLUTIONS THAT WORK RIGHT THE FIRST TIME



PROGRAM MANAGEMENT

Programmatic solutions to
accomplish end objectives



ENGINEERING

Professional engineering
services for capital projects



COUNTERINTELLIGENCE & COUNTERTERRORISM

CI/CT solutions to deter
and counter threats to
national security



CYBER SECURITY

Specialized cyber security
services to detect and assess
cyber security risks



SECURITY

Security services
supporting federal
programs and offices



EMERGENCY MANAGEMENT

Solutions to prepare
and respond to future
national and global
emergency events



ENVIRONMENTAL SUPPORT

Award-winning
environmental
solutions for today
and tomorrow



TRAINING

Training solutions to
assist our clients
in reaching their
program goals



LOGISTICS & ADMINISTRATIVE

Logistics and admin
services to provide
a total solution for
office needs

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Celebrating 40 Years of Excellence

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Systematic Solutions: **PROGRAM MANAGEMENT**



**Due to SMS' initiatives,
the Emergency Operations
Training Academy was able
to quickly obtain ISO 9000
certification within
six months.**

SMS' Program Management services feature:

- » Project Management Plans
- » Cost Estimating
- » Schedule and Milestone Planning & Management
- » Financial & Budget Development, Management, and Execution
- » Organizational Assessments
- » Earned Value Management (EVM)
- » Risk Management
- » Change and Contingency Management
- » Value Engineering and Value Management
- » Acquisition Management Support
- » Independent Reviews, Oversight, and Inspections
- » Web Development and Maintenance
- » Program Management Training



SMS' engineering services delivered an estimated life-cycle cost savings of over \$2 Billion for the Federal Energy Management Program.

SMS' Engineering services feature:

- » Defining and interpreting engineering performance requirements for projects; systems or program missions
- » Analysis of: mission, program goals and objectives; program evaluations and effectiveness; performance assessments; & special studies
- » Concept studies and analysis
- » Requirements definition and analysis
- » Preliminary planning
- » Evaluation of alternative approaches and associated costs for the development of a system, project, mission or activity
- » Cost/cost performance trade-off analysis
- » Feasibility analysis
- » Regulatory compliance support
- » Training
- » Design reviews
- » Risk reduction strategies and recommendations to mitigate identified risks, scope preparation, configuration, management & document control conditions
- » Ergonomic/human performance analysis
- » Logistics planning
- » Development of policy standards/procedures
- » Research studies regarding the long-term reliability & maintainability of the systems
- » Program/project management, planning, budgetary, contract and systems/program management functions required to provide life cycle support to systems & projects
- » Construction management
- » Engineering consulting
- » Design phase support
- » Procurement support
- » Commissioning services
- » Testing services
- » Construction claims support
- » Post-construction engineering services

Systematic Solutions:

COUNTERINTELLIGENCE & COUNTERTERRORISM



SMS' staff supported several unauthorized disclosure of classified information investigations, including two that resulted in espionage charges.

SMS' Counterintelligence & Counterterrorism services feature:

- » Counterintelligence/Counterterrorism Analysis and Investigations
- » Strategic Threat Assessments
- » Scientific Consultation
- » Cyber Security Services
- » Information Security Services
- » Network Security Services
- » Insider Threat Program Planning and Execution
- » Inspections
- » Behavioral Assessment and Polygraph Services
- » Technical, Physical Security, and Operational Security
- » Vulnerability Analysis and Assessments
- » Emerging Technologies and Programs Evaluations
- » Analytical Tools Development and Deployment
- » National & International Liaison, Outreach, and Engagement
- » Awareness Program Development and Execution
- » Training

Systematic Solutions: CYBER SECURITY



SMS' staff of intelligence and counterintelligence professionals successfully assisted in establishing the Department of Energy's Insider Threat Program.

SMS' Cyber Security services feature:

- » Cyber Threat Analysis
- » Cyber Security Investigations and Forensic Analysis
- » Insider Threat Analysis
- » Information and Security Management Systems Development and Implementation
- » Security Architecture Analysis
- » Continuous Network Monitoring
- » Cyber Data Collection
- » Network Penetration Testing (Blue and Red Teams)
- » Vulnerability and Risk Assessments
- » Review and Analysis of Real-Time Cyber Audit Events
- » Systems Analysis and Design
- » Cyber Security Policy Development
- » Troubleshooting
- » Cyber Security Strategy Development, Implementation, and Operations
- » Cyber Security Training and Awareness



SMS' Security services feature:

- » Personnel Security
- » Operational Security
- » Information Security
- » Continuity of Operations
- » Material Control and Accountability Programs
- » Vulnerability Analysis and Assessments
- » Security Infrastructure Program Management
- » Resource Management
- » Security Program Performance Evaluations and Assurance
- » Incident Reporting, Management, and Evaluation
- » International Treaties and Arms Control Agreements Programs
- » Security Awareness Program Development and Execution
- » Training

**SMS' 1st of a kind
Comparative Analysis of
Contractor and Federal
Protective Forces at
fixed sites for NNSA's
Office of Defense Nuclear
Security was recognized
for identifying options for a
more effective Protective
Force model.**

Systematic Solutions: **EMERGENCY MANAGEMENT**



SMS' support for one of the Emergency Operations Training Academy's flagship courses led to a partnership with DHS for analyzing, modifying, and developing Crisis Response and Consequence Management training.

SMS' Emergency Management services feature:

- » Emergency Program, Resource Management, and Emergency Risk Assessments/Mitigation Planning
- » Emergency Preparedness and Mitigation Planning – Performance Objectives and Risks
- » Planning & Execution Emergency Testing and Exercises-Evaluation & Validation: Simulations, Tabletop Full-scale Exercises, and Full Scale Exercises
- » Emergency Decisions and Crisis Communication Planning
- » Emergency Incident Management Planning
- » Emergency Program Operation Evaluations & Assessments, and Lessons Learned/Corrective Action Planning
- » Integrating Personnel, Operational, and Information Security into Emergency Management
- » Information Technology Disaster Recovery Planning
- » Continuity of Operations and Continuity of Government Programs
- » Emergency Response Software Assessment
- » Emergency Response Reporting System Support
- » Emergency Preparedness Outreach and Engagement
- » Emergency Response Logistics Planning/Coordination with Federal, State & Local Agencies, and First Responders
- » Emergency Operations Program Awareness Program Development and Execution
- » Emergency Operations and Management Training: Computer-based, Web-based, Online Simulations, Tabletop Full-scale Exercises, Classroom, and Mobile Training

Systematic Solutions: **ENVIRONMENTAL SUPPORT**



SMS' Environmental Support services feature:

- » Environmental Planning and NEPA Documentation
- » Economic, Technical, and Risk Analyses
- » Environmental Program Management
- » Strategic Planning
- » Environmental Policies, and Plans Development & Implementation
- » Resource Management
- » Waste & Pollution Prevention Surveys and Plans
- » Programmatic QA/QC Oversight
- » Environmental Compliance Management Planning and Audits
- » Health & Safety Planning and Implementation
- » Stakeholder Outreach and Engagement

**SMS' support for the DOE
Office of Defense Programs
included developing a
first of a kind National
Environmental Policy Act
(NEPA) Action Tracking
System, which resulted
in SMS winning the 1996
Pollution Prevention Award.**



SMS' Training services feature:

- » Development and Implementation of Training Programs
- » Training Analysis and Training Needs Assessments
- » Training Design and Development (Analyze, Design, Develop, Implement, and Evaluate)
- » Development and Implementation of Distance Learning Programs
- » Evaluation of Training Programs
- » Course Reviews, Certifications, and Accreditations
- » Training Delivery and Logistics: Computer-based Training, Web-based Training, Online Simulations, Tabletop Full-scale Exercises, Classroom and Mobile Training

SMS was nominated for the “Small Business of the Year” Award for our state-of-the-art, web-based DOE/NNSA emergency training program.

Systematic Solutions: **LOGISTICS & ADMINISTRATIVE**



**For 40 years, SMS has
provided logistical and
administrative support
to Major Systems**

**Acquisition programs for
protecting national security
and infrastructure.**

SMS' Logistics & Administrative services feature:

- » Document Development, Organization, and Management
- » Technical Writing and Editing
- » Correspondence Development and Management
- » Records Management
- » Database Management and Administration
- » Information Management and Control
- » Access and Visitor Control
- » Executive Secretariat Process and Organizational Coordination
- » Inventory Planning and Management
- » Facility Planning and Coordination
- » Conference & Meeting Planning and Coordination
- » Freedom of Information Support
- » Travel Planning, Coordination, and Logistics

Current & Past Projects:

RELEVANT CONTRACTS

CONTRACT	PRIME/SUB	PERIOD OF PERFORMANCE	STAFF SIZE	CLEARANCE REQUIRED	VALUE (\$)
DOE Office of Intelligence & Counterintelligence (DE-IN0000069)	Prime	7/7/14 - 5/6/17	57	TS/SCI	51,486,103
Intelligence Community Client	Sub	2/25/15 - 4/24/17	24	TS/SCI	5,951,699
DOE/NNSA Office of Defense Nuclear Nonproliferation (DE-DT0002402)	Prime	2/3/11 - 5/29/15	10	DOE Q	3,958,529
DOE Office of Intelligence & Counterintelligence (DE-AC01-09CN90026)	Prime	1/7/09 - 7/6/14	65	TS/SCI	73,805,688
DOE/NNSA Office of Facility Operations (DE-DT0001894)	Prime	9/30/10 - 3/28/14	2	DOE Q	620,455
DOE/NNSA Office of Defense Nuclear Security (DE-DT0001861)	Prime	9/1/10 - 11/29/13	5	DOE Q	2,943,073
DOE/NNSA Office of Defense Nuclear Security (DE-DT0001994)	Prime	9/27/10 - 11/29/13	8	DOE Q	4,484,790

Performance Objective: **RELIABLE CONTRACT MANAGEMENT**

SMS has consistently provided an uninterrupted continuity of support for our clients' programs by achieving the 100% retention of incumbent staff within the contract specified transition periods.

CONTRACT	PRIME/SUB	FULL STAFFING GOAL (IN DAYS FROM AWARD)	CLEARANCE REQUIRED	TOTAL STAFF
DOE Office of Intelligence & Counterintelligence	Prime	60	TS/SCI	65
Intelligence Community Client	Sub	1	TS/SCI	24
DOE Office of Energy	Prime	10	DOE Q/BAO	15
DOE/NNSA Emergency Operations Training Academy	Prime	20	DOE Q/BAO	20
DOE Strategic Petroleum Reserve Office	Prime	5	DOE L	85
DOE Office of Defense Programs	Prime	20	DOE Q	35
DOE Oak Ridge Office	Prime	15	DOE L	25
DOE Oak Ridge Office ES&H	Prime	10	DOE Q/L	20
DOE Albuquerque Office	Prime	10	DOE Q	15
DOE Chicago Office	Prime	5	DOE L	28
DOE Savannah River Office	Prime	5	DOE Q/L	15

CONTRACT STAFFING & RETENTION

STAFFING PHILOSOPHY

SMS' recruitment strategy includes using the professional networks of universities and federal agencies, referral bonuses, and cleared recruiting databases to identify, select and recruit experienced professionals with experience in Government and private sectors; that exceed the position requirements and have the right qualifications and clearances.

PERSONNEL RETENTION

SMS' employee-centered policies are structured to maximize the retention of contract staff, which has resulted in an enviable track record of employee retention as demonstrated in the following recent contracts.

CONTRACT	STAFF SIZE	PERCENTAGE RETAINED BY CONTRACT YEAR				
		1	2	3	4	5
DOE Office of Intelligence & Counterintelligence (Sole Source)	57	100	97	99	N/A	N/A
Intelligence Community Client (Subcontractor)	24	90	90	N/A	N/A	N/A
DOE Office of Intelligence & Counterintelligence (Original)	65	100	98	100	100	100
DOE Office of Defense Programs	35	100	92	100	100	95
DOE Chicago Office	28	100	100	100	100	100
DOE Oak Ridge Office	45	100	100	100	95	95
DOE/NNSA Emergency Operations Training Academy	20	100	100	100	95	95
DOE/NNSA BPA Task Order Contracts	30	100	100	100	100	90
DOE Strategic Petroleum Reserve Office	85	100	100	100	100	100

Client Recognition: PERFORMANCE RATINGS

Our clients have consistently recognized our services with either “Very Good” or “Excellent” performance evaluations.

CONTRACT	PERIOD OF PERFORMANCE	CONTRACTOR PERFORMANCE ASSESSMENT RATING CATEGORIES				
		QUALITY	SCHEDULE	COST CONTROL	BUSINESS RELATIONS	KEY PERSONNEL
DOE Office of Intelligence & Counterintelligence (DE-IN0000069)	7/7/14 - 5/6/17	Excellent	Excellent	Excellent	Excellent	Excellent
DOE Office of Intelligence & Counterintelligence (DE-AC01-09CN90026)	1/7/09 - 7/6/14	Excellent	Excellent	Excellent	Excellent	Excellent
DOE/NNSA Office of Defense Nuclear Security (DE-DT0001861)	9/1/10 - 11/29/13	Very Good	Very Good	Very Good	Very Good	Very Good
DOE/NNSA Office of Defense Nuclear Security (DE-DT0001994)	9/27/10 - 11/29/13	Very Good	Very Good	Very Good	Very Good	Very Good
Emergency Operations Training Academy (DE-AT52-07NA26901)	3/1/07 - 7/31/12	Very Good	Very Good	Excellent	Excellent	Excellent
DOE/NNSA Office of Nonproliferation & Int'l. Security (DE-AT52-07NA28423)	9/24/07 - 12/23/12	Excellent	Excellent	Very Good	Very Good	Excellent
DOE/NNSA Office of Facility Operations (DE-DT0001894)	9/30/10 - 3/28/14	Excellent	Excellent	N/A	Very Good	Excellent

Client Recognition: **AWARDS & TESTIMONIALS**

- 2007** NNSA Small Business Award
- 2004** NNSA Special Recognition for Providing Critical Professional, Technical and Logistic Support; and
DOE SR for “Outstanding Support and Service”
- 2003** DOE SR for “Another Year of Outstanding Service”
- 2002** NNSA for Support “Critical to the Early Success of the PIO”
- 2001** NNSA for Contributing to the Success of the Project Management Workshop’s “Creating Competent Project Management Teams”
- 2000** NNSA for Outstanding Support in Non-Advocate Reviews of Proposed Defense Programs and Projects
- 1998** AL National Quality Month for Performance Excellence
- 1997** DOE Pinellas Plant Certificate of Appreciation
- 1996** National DOE Pollution Prevention Award for
Affirmative Procurement;
Berkeley National Laboratory Appreciation Award for Energy Efficiency; and
U.S. GSA Region 7 Special Recognition
- 1995** Pinellas County, FL, Environmental Excellence Award for Work at Pinellas Plant; and
SBA 8a Graduate of the Year – Philadelphia District
- 1994** DOE-RF “Doer of the Deeds” Award
- 1992** National Minority Business Council Outstanding Minority Business Award
- 1991** U.S. Small Business Administration Award for Excellence
- 1986** U.S. Small Business Administration Award for Excellence

AWARDS

TESTIMONIALS

“SMS has provided us critical technical support that has not only enabled the Office to achieve its mission, but also to be respected as a productive and efficient organization.”

OFFICE OF PROJECT MANAGEMENT AND SYSTEMS SUPPORT (NA-54)

“The deliverables were first rate, and I was proud to be associated with the outstanding team that was assembled for this effort. Please convey my gratitude and profound sense of satisfaction to the team members.”

OFFICE OF DEFENSE NUCLEAR SECURITY (NA-70)

“...has been handling a highly significant case for DOE/IN25 that recently resulted in a successful prosecution of an espionage subject.”

DOE, OFFICE OF INTELLIGENCE AND COUNTERINTELLIGENCE (DOE-IN)

“Sterling efforts in completing the U.S. Air Force Guidebook for Environmental Compliance POM Models... groundbreaking programming tool...Precisely the kind of estimating tool the Air Force needs.”

LT. COL., DIRECTOR OF ENVIRONMENT, OFFICE OF THE CIVIL ENGINEER

THANK YOU



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MANAGEMENT
SERVICES, INC.**



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