

U.S. Department of Energy
Woman-Owned
Small Business of the Year, 2013
Protégé of the Year, 2011



CAPABILITIES STATEMENT

Since 1999, Performance Excellence Partners (PEP), an award-winning management consulting firm and certified woman-owned small business, has been exceeding client expectations with our flexibility, responsiveness, expertise, and inspired solutions in a diverse array of services. We have supported some of the most crucial national priorities, from cybersecurity to Air Force readiness. Year after year, we have successfully executed complex, multi-task projects, establishing PEP as a trusted partner to our government customers.



74 Prime federal contracts



144 Workforce development contracts

Program and Business Operations Support

- Data Analytics
- Executive Secretariat Operations and Front Office Administration
- Meeting and Event Logistics (in-person and virtual)
- Project and Program Management
- Training Development

Human Capital Services

- Human Resources Support
- Human Resource Policy
- Workforce Planning
- Human Capital Accountability
- Training and Development

Grantee Support

- Coaching (in-person and virtual)
- Communities of Practice and Facilitated Peer Learning
- Conference/Meeting Planning and Training Event Logistics (in-person and virtual)
- Content Development (trainings, webinars, written resources, electronic newsletters, and reports)
- Facilitation
- Data Analytics
- Project Management
- Technical Assistance
 - Program Design, Development, and Implementation
 - Sustainability
 - Close-out

POINT OF CONTACT

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GOVERNMENT CONTRACTING MECHANISMS

DUNS: 062756759

CAGE CODE: 3GCN4

Primary NAICS Code 541611: Administrative Management & General Management Consulting Services

GSA FSS MAS, Professional Services: Contract # GS-10F-0281T

FSC/PSC Codes: R408 and R499

SINs: 541611, 611430, 611512, and OLM

GSA OASIS SB Pool 1: Contract # 47QRAD20D1070

GSA HCaTS SB Pool 2: Contract # GS02Q16DCR0101

DOL/ETA BPA for TA and Outreach/Education Services:
Contract # 1630DC-18-A-0002

WOSB, DBE/ACDBE

Offices located in California and the Washington D.C. Area

FSS MAS | HCaTS SB Pool 2 | OASIS SB Pool 1

WOSB Certified | Woman-Owned Small Business



Award-Winning
Federal Contractor

THE NATION'S LARGEST AGENCIES RELY ON PEP

Department of Energy (DOE), Office of Nuclear Energy (NE)

Reduced Correspondence Control Center (CCC) outstanding actions to an all-time low. Provided support in CCC, front office, human capital services, and communications services at NE other DOE offices, including the Undersecretary of Science and Energy.

- PEP staff member recognized by NE Assistant Secretary for exceptional service.
- Three perfect CPAR evaluations with “exceptional” scores in all five categories.

“PEP was enormously helpful and proactive in assisting NE for the past three years. I highly recommend their energy and innovation in getting the job done.”

– Final CPAR

DOE, Strategic Petroleum Reserve (SPR)

Provided management, training, and technical support services; developed and implemented the internship program; developed security plans; and provided administrative, IT, and HR support.

- Achieved an estimated savings of \$450,000 in training costs during transition to a cloud-based IT solution.
- Upon award, successfully transitioned all incumbent staff.
- Overall evaluation score of 99.3% on 2015 Annual Evaluation.

“PEP’s support has been an integral part of the SPR being able to respond to Headquarters’ requests, which is critical to supporting the DOE Program Office.”

– DOE-SPR

Department of Homeland Security (DHS)

Provided budget and financial support to the Office of Cybersecurity and Communication’s Office of Budget, Finance & Acquisition. Supported the Office of Emergency Communications in the areas of human capital and executive secretariat operations.

- Identified over \$42 million of unfunded requirements, resulting in the execution of over \$12 million in budgetary resources.
- Three perfect CPAR evaluations (all “exceptional” scores).

“PEP has exceptional insights to ensure that excellent staff selections and retentions are maintained.”

– Final CPAR

Department of Labor (DOL)

Supported the success of DOL programs and initiatives through the provision of comprehensive program management, technical assistance (TA) and training.

- Increased workforce development grantees’ capacity through targeted training and high-quality TA products.
- Increased grantee performance reporting capabilities.
- Maximized the effectiveness of conferences and round tables by effectively coordinating logistics.

“Thanks for taking the initiative and being proactive in providing superior customer service.”

– COR for the OWI TAT Contract

Department of Health and Human Services (HHS)

Through two prime contracts, PEP:

- Executed a vital emergency operations training development and delivery program for National Institute for Occupational Safety and Health (NIOSH) to better equip first responders in their use of Personal Protective Equipment. Implemented the Baldrige Quality model, secured a high level of buy-in by engaging stakeholders in the development of the products, and earned a perfect CPAR evaluation.
- Enhanced the ability of Office of Family Assistance grantees to conceptualize and effectively implement their programs for developing career pathways in nursing, health information technologies, long-term care, and other health-related areas.

“PEP was easy to work with and went overboard to ensure that the finished product met our needs.” – NIOSH Final CPAR

United States Air Force

Enhanced operations at three bases with subject matter expertise, program coordination, and management assistance in the areas of officer training; personnel; foreign disclosure initiatives; Joint Task Force asset employment; and aircrew scheduling, training, and evaluation.

- Supported creation of the nationally recognized Eaker Center Squadron Commander Development Course, creating 64 hours of instruction and graduating 61 students in less than five months.
- Course was the Air Education Training Command winner of the 2019 Air Force Diversity and Inclusion Award and received an overall rating of 91% from course graduates.

“... a transformative leadership experience that highlights diversity and teaches skills to engage all stakeholders.”

– Major General Mark E. Weatherington, AETC/CD