



Seek inspired solutions.



Apply uncommon integrity.



Create lasting impact.



Build enduring partnerships.

U.S. DEPARTMENT OF LABOR CAPABILITIES STATEMENT

Performance Excellence Partners (PEP) aligns people, policies, and practices by equipping leaders, developing talent, and engaging the workforce. We are a certified woman-owned small business (WOSB) and a successful graduate of the 8(a) program. For 20+ years, PEP has exceeded expectations while supporting U.S. Department of Labor (DOL) programs and initiatives by being flexible and responsive and drawing on our expertise to implement inspired solutions.

144 Workforce development contracts

79 Prime federal contracts

58 DOL contracts

OUR KEY DOL PROJECTS

- **Youth CareerConnect (YCC) Grantee Technical Assistance Contract:** Provided coaching, subject matter expertise, event logistics, webinars, resources, and infographic design.
- **H-1B HUB Performance Reporting Technical Assistance:** Supported the design, testing, and launch of the HUB reporting system. Developed training and TA materials; provided TA; and analyzed grantee performance reports.
- **Reentry Grantee Technical Assistance:** Provided coaching, resources, webinars, and small group trainings.
- **Youth Apprenticeship Readiness Grantees (YARG) Technical Assistance:** Develop and manage content, coach grantees, and facilitate peer learning events.
- **ETA Grant Panelists:** Screen and secure panelists, conduct grant panel reviews, validate data, and manage database.
- **Launch of Workforce Innovation and Opportunity Act (WIOA) initiative:** Managed logistics for meetings, and the WIOA National Convening (over 800 participants).
- **Office of Job Corps (OJC) Security Support:** Conduct physical security assessments; support personnel security and center safety initiatives (data aggregation and analysis, compliance investigations, research, surveys, and trainings).
- **HIRE VETS Medallion Program (HVMP) Support:** Process applications, provide help desk services, develop SOPs, email responses, and training materials.

OUR CORE CAPABILITIES

Technical Assistance

In-person and virtual

- Coaching, Training, Facilitation
- Communities of Practice and Facilitated Peer Learning
- Conference/Meeting Planning and Training Event Logistics
- Content Development (trainings, webinars, written resources, electronic newsletters, & reports)
- Data Analysis
- Qualitative Research (focus groups and key informant interviews)
- Grantee Support (program design, development, and implementation; sustainability; & close-out)

Human Capital

- Human Resources Policy and Support
- Assessments and Surveys
- Business Process Improvement
- Employee Engagement

Program and Business Operations Support

- Program and Project Management
- Front Office Support
- Personnel Security Support
- Physical Security Assessments

OUR STAFF AND PERSONNEL

Experienced Leadership/People Experts! Industrial/Organizational (I/O) Psychologists, Workforce Development SMEs and PMPs who specialize in Organizational/Team Effectiveness, Leadership Development, Workforce Excellence, and Facilitation.

Conscientious Staff who share our people-first company culture and core values of applying uncommon integrity, seeking inspired solutions, creating lasting impact and building enduring partnerships with our customers.

Extensive Talent Pool of 200+ workforce development SMEs and specialists, many with advanced degrees; experience serving AJCs, DOL grantees, state and federal agencies; as well as connections with key stakeholders serving the workforce system.

“Excellent quality management and staff. Delivered on time, within budget with quality results.”

– H-1B Performance Reporting TA Contract , Final CPARS

PEP's history of outstanding performance is a result of our flexible, collaborative, and cost-conscious approach which enables us to deliver timely, targeted, and user-friendly services.

— OUR ACCOMPLISHMENTS —

- **H-1B Grantees**
 - 10+ site visits and 50+ webinars
 - 76 electronic TA resources
 - Supported the delivery of targeted TA that served 20,000+ long-term unemployed and helped 11,000+ earn industry recognized credentials and enter employment.
- **Reentry Grantees**
 - TA to 72 reentry workforce development grantees
 - 25+ TA products
 - Facilitated collaboration across 13 Federal Agencies
- **Women in Apprenticeships and Non-Traditional Occupations (WANTO)**
 - 4 Webinars and One Grantee Conference
 - 6 grantee site visits
- **Youth CareerConnect (YCC)**
 - 29 written resources, 44 monthly newsletters
 - 24 webinars and 18 virtual events
 - 3 National Grantee Conferences
- Coordinated 75+ ETA grant panel reviews with 1,200+ reviewers since 2010.
- In one two-year period, coordinated logistics for 30 DOL meetings with 20-400 participants.
- Planned, coordinated, and conducted large multi-day complex virtual convenings with 50-350 participants and multiple concurrent breakout sessions.

"[PEP] was exceptional at managing the budget and related costs, delivering overall contract services and deliverables below or within planned budget."

– RExO Adults Grant Program Contract CPARS

— OUR PROCESS —

- Cultivate effective collaborative partnerships.
- Develop tailor-made solutions and refine them through diligent assessment.
- Build qualified teams of staff and experts.
- Ensure meticulous quality control processes.
- Utilize technology to overcome budget restrictions and provide creative, cost-effective TA delivery options.

— OUR OUTCOMES —

- Increased the capacity of workforce development grantees.
- Facilitated collaboration across agencies.
- Expanded grantee knowledge of available resources.
- Created a digital library of references that will serve grantees into the future.
- Increased grantee performance reporting capabilities.
- Maximized the effectiveness of in-person and virtual conferences.
- Expanded the number and types of services offered by efficiently managing funds and resources.
- Helped DOL/OWI gain greater understanding of team challenges through customized assessments for 90 OWI staff across five divisions.

"The collaborations, brainstorming, and revisions, combined with [PEP's] responsiveness and creativity, were critical in meeting both internal and Departmental deadlines. We especially appreciated your flexibility."

– DOL/WB Centennial Celebration Contract COR

Point of Contact

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A Leader with Local and National Workforce Experience

Rachel has led more than 100 workforce development projects with a WIA and WIOA focus. Her hands-on experience and understanding of the workforce system from the local to the national levels is a unique qualification that adds value to PEP's DOL services.

OUR CONTRACTING INFORMATION

SAM Unique Entity ID: ZKZWX1WCK153
DUNS: 062756759 **CAGE CODE:** 3GCN4
GSA FSS MAS, Professional Services Contract: # GS-10F-0281T
FSC/PSC Codes: R408 and R499
SINs: 541611, 541612HC, 611430, 611512, and OLM
WOSB

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

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

GSA OASIS SB Pool 1: Contract # 47QRAD20D1070

GSA HCATS SB Pool 2: Contract # GS02Q16DCR0101

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

 MAS PSC | HCATS SB Pool 2 | OASIS SB Pool 1

Woman-Owned Small Business (WOSB) | Third Party Certified