



# **CAPABILITIES**

Encore Services, LLC is a verified Service Disabled, Veteran Owned Small Business (SDVOSB), that provides IT services, program, administrative, management, and human capital support to government agencies and commercial clients. Our approach is to provide responsive, high-quality, professional services while anticipating any problems and developing optimal solutions. Our competitive advantage is that we have the tools needed to get the job done right the first time thus resulting in cost savings and implementing processes that will benefit your organizations mission for vears to come.

CORPORATE PROFILE: EIN #: 22-3981262 DUNS #: 964349851 CAGE Code 6FLB4

#### NAICS CODES:

541219	541613	541511
541512	611420	541513
541612	561110	238390
541618	519190	518210
541690	541990	484210
561210	541519	517919
561499	541611	238210

CERTIFICATIONS: Service-Disabled Veteran-Owned Small Business (SDVOSB) – Verified Veteran Owned Small Business (VOSB), 8 (a) In Progress

PAST PERFORMANCE

CONTRACT VEHICLES

### **CORE COMPETENCIES**

Administrative Services

Executive Administration Project Administration Executive Assistance

•Management Services Studies and Analysis Strategic Planning Financial Management System Oversight

# Information Assurance

Systems Engineering Secure Software Development SharePoint Development Security Program and Strategy Development Enterprise Business/ IT Solutions Network Security Management Vulnerability Scanning and Assessments System Development and Integration IT Governance and Compliance

#### Program Management Support

Program Management Office (PMO) Oversight Independent Verification and Validation Support (IV&V) Project Management Support Technical Writing Documentation Review Project Documentation Support Engineering and Technical Support Financial Management System Oversight

### •Human Capital Management Support

Human Resources Administration Support Position Management and Classification Human Resources Management Support Human Resources Information Systems

Acquisition and Procurement Support Procurement Planning

Solicitation Preparation/Management Proposal Evaluation & Source Selection Management Contract Close-Outs Cost Price Analysis Negotiation Planning Contract Documentation/Administration

Department of Veterans Affairs Department of Homeland Security Intelligence & Analysis General Services Administration

# 8(a), SDVOSB, Seaport-e, T4 Next Gen

# President/CEO: Jeffrey A. Woodson

Headquarters: 9500 Medical Center Drive Dr. Suite 300, Largo, MD 20774

Business Telephone: (240) 696-4100; Fax: 240-714-5080

E-Mail: inquiries@encoresvcsllc.com