



# Capabilities Statement

## Oregon Mobile Notary Public

- Mobile Notary Public services - *"when you can't go out, we come to you."*
- sub-contractor for Rogue Valley Mobile Notary < [roguevalleymobilenotary.com](http://roguevalleymobilenotary.com) />

## Website Development Services

- Woo-commerce site creations < [mvptops.fans](http://mvptops.fans) />
- Technical Assistance
- Site Hosting < [doctor-george.net](http://doctor-george.net) />

## Services consultant - government contracts

- Federal, State & Local government contracts: solicitation search, reading, & pre-response analysis
- Proposal writing, editing, management, & submission
- Technical volume SME & teaming coordination with collaborative document editing
- Original graphics & PDF document formatting and redaction

### *Sales Process Development Services*

- Online, customizable Trello app to manage multiple proposal workflows with notifications
- Process review points and teaming partner integrations
- Workspace information and documents coordination & storage

### *Successful past performance:*

*Federal Contracts - Tele-Interpreters* 1999 – 2008 GS10F-0308L

*State, Local & Commercial Contracts* - State of California: DMV IFB18-644 & IFB17-336, Dept of Aging, CDCR, CDSS. City of San Diego, City of San Francisco, Nevada UMC, Children's Hospital Los Angeles, State of Vermont, LA DWP, and many others.

## Business & Contact Information

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## Commodity Codes: NAICS

541199 - "All Other Legal Services" - Notary Public services

541511 - Custom Computer Programming Services

541611 - Administrative Management and General Management Consulting Services

518210 - Data Processing, Hosting, and Related Services

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