



Capabilities Statement Project Management Services



Primary NAICS Codes

541611 (Admin Management/General Management)
561320 (Temporary Help Services)
561410 (Document Preparation Services)
541613 (Marketing Consulting Services)

Cage Code: 6C953
Duns No: 033357580

Contact Information

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**Project & Vendor Management
Advisors, LLC**

Project and Vendor Management Advisors, LLC ("PVMA") is a management consulting firm that specializes in the delivery quality-driven projects in an efficient and effective manner. PVMA is a:

- ✓ Women-Owned Small Business ("WOSB")
- ✓ HUBZone Certified Business
- ✓ State of Texas certified Historically Under-Utilized Business ("HUB")
- ✓ Minority Owned Business ("MBE")

Our proven **differentiators** from other project management organizations include our:

- ✓ Seasoned group of advisor
- ✓ Proven project management delivery framework
- ✓ Cost control methods

We pride ourselves in delivering projects on-time and within budget, which has made PVMA our client's **Trusted Advisors**. Member of the PVMA team have project managed large-scale and multi-state projects since 2005 and have managed over \$2.5 million in Federal funds.

Core Competencies	Past Performance Experience
Project/Program Management	✓ Project managed and performed day-to-day program operations of eight outsourced FEMA and HUD disaster recovery programs
Documentation Management	✓ Managed full-scale documentation and records management converting over 60,000 paper files to over 3 million digital ✓ E-records
Vendor Management	✓ Managed over 4,000 vendors and contractors across multiple States with contract compliance and performance
Financial and Grant Management	✓ Managed over \$2.5 billion in Federal dollars for several public sector programs
Bilingual Communication and -Community Outreach	✓ Developed bi-lingual internal and external program information to project employees, vendors and community stakeholders through various types of communication medium
Government Affairs	✓ Researched, analyzed, and developed program policies, program operations, and statistical data for annual reports to the U.S. Congress