COLLABORATIVE SHARED TECHNOLOGIES LLC®

Spreading our technical roots everywhere

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PNTEERS COAALIINGENT | CORTRL REEIGE FCOMATION | MADERBITZATION

GLOBAL SOLUTIONS
LOCAL IMPACT
PEOPLE | PROCESS | TECHNOLOGY
A SMARTER TOMORROW

INTERNATIONAL | CORPORATE | PRIVATE SECTOR | FEDERAL | STATE | LOCAL

COMPANY OVERVIEW

Collaborative Shared Technologies LLC® is a Maryland-based, veteran-owned consulting and professional services firm specializing in Knowledge Management, Enterprise Intelligence™, AI engineering and implementation, digital transformation, business process improvement, Microsoft 365 and SharePoint modernization, enterprise governance, training, and administrative management support.

We help international, corporate, private sector, federal, state, and local government organizations strengthen operational performance, improve knowledge transfer, modernize enterprise workflows, support AI readiness, enhance compliance, and accelerate data-informed decision-making.

CORE CAPABILITIES

Knowledge Management & Enterprise Intelligence™

- Enterprise knowledge management strategy and implementation
- Knowledge capture, transfer, and governance
- Institutional knowledge preservation
- Knowledge audits and maturity assessments
- Enterprise intelligence and analytics
- Knowledge Debt™ identification and reduction
- Lessons learned and knowledge-sharing programs

AI Engineering & Intelligent Automation

NEW

- AI prompt engineering and optimization
- AI agent development and workflow integration
- AI-assisted database design and development
- AI-enabled task and subtask management
- Intelligent workflow automation (Power Platform, APIs, AI tools)
- AI governance, responsible AI, and human-in-the-loop implementation.

AI Readiness & Digital Transformation

- Organizational AI readiness and governance
- AI-enabled knowledge management
- Digital transformation strategy:
- Microsoft 365 and SharePoint modernization
- Enterprise collaboration solutions
- Workflow modernization and process automation
- AI content and information governance

Process Excellence & Organizational Improvement

- Business process analysis and reengineering
- Process mapping and documentation
- Lean Six Sigma methodologies
- Operational performance improvement
- Change management
- Standard operating procedure development
- Organizational effectiveness

Governance, Compliance & Administrative Support

- Records management:
- Enterprise governance:
- Program and administrative management support
- Training and professional development

CERTIFICATIONS & SUPPLIER DIVERSITY

- NaVOBA Certified Service-Disabled Veteran's Business Enterprise
- NVBDC Certified
- SBA Service-Disabled Veteran-Owned Certified — SDVOSB
- SBA Veteran-Owned Certified — VOSB
- SBA WOSB Certified — WOSB
- NMSDC MBE
- Maryland VSBE (Veteran-Owned Small Business Enterprise Program)
- Prince George's Proud
- National Center VIP Veteran Institute for Procurement Graduate — VIP START Graduate

NAICS CODES (PERMANENT)

NAICS	DESCRIPTION
541611	Administrative Management and General Management Consulting Services
541618	Other Management Consulting Services
541512	Computer Systems Design Services
541519	Other Computer Related Services
611430	Professional and Management Development Training
561110	Office Administrative Services

SUPPLIER DIVERSITY CLASSIFICATIONS

- Minority-Owned
- Woman-Owned
- Veteran-Owned
- Service-Disabled Veteran-Owned
- County-Based Small Business
- Maryland-Based Small Business

STRATEGIC DIFFERENTIATORS

- Creator of the KnowledgeRoots™ Ecosystem
- Developer of the KnowledgeRoots™ Enterprise Intelligence Architecture™.
- AI-Enabled Knowledge Management Solutions
- Developer of the KnowledgeRoots™ Enterprise Maturity Framework™:
- Creator of Enterprise Intelligence™ and Knowledge Debt™
- Founder of KnowledgeRoots™ Enterprise Institute
- Founder of KnowledgeRoots™ Media Center
- Creator of KnowledgeRoots™ Spotlights™
- Creator of KnowledgeRoots™ Enterprise Awards™.
- Author of the KnowledgeRoots™ Executive Series
- Publisher through Collaborative Shared Technologies LLC® Publishing:
- 24 Years of Knowledge Management Experience
- Experience Since 2002

PAST PERFORMANCE HIGHLIGHTS

22,000+ Personnel Supported
Enterprise KM governance, records management, and organizational learning initiatives.

50%+ Improvement
Increased organizational and knowledge accessibility through SharePoint modernization.

$6.5M Cost Savings
Through enterprise SharePoint and KM training programs.

DoD CIO KM Modernization
Enterprise KM benchmarking, strategic analysis, and implementation roadmap development.

SERVICE AREA

International | Corporate | Private Sector
Federal | State | Local

CORPORATE CAPABILITY STATEMENT
https://collaborativesharedtech.net/capability-statement

Advancing Knowledge Management, AI Readiness, Enterprise Intelligence™, Process Excellence, and Organizational Alignment

GOVERNMENT CAPABILITY STATEMENT
https://collaborativesharedtechnologies.com/capability-statement

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AI ENGINEERING & INTELLIGENT AUTOMATION DETAILED CAPABILITIES

Collaborative Shared Technologies LLC® develops and implements practical, secure, and responsible AI solutions that strengthen knowledge operations, improve productivity, and automate business processes. Our AI engineering capabilities are designed to help government and commercial organizations achieve measurable outcomes while maintaining governance, security, and human oversight.

AI Prompt Engineering

- Design, develop, test, and refine structured prompts,
- Create reusable prompt libraries and templates
- Optimize prompts for accuracy, consistency, and performance
- Develop prompt workflows for specific business functions
- Provide training and guidance for responsible prompt use

AI Agent Development

- Design and develop task-oriented AI agents
- Integrate agents with Microsoft 365, SharePoint, ServiceNow, Confluence, and other enterprise tools.
- Automate knowledge retrieval, research, and content creation
- Build agent-assisted workflows for process execution
- Implement security, permissions, and human-in-the-loop controls

AI-Assisted Database Development

- Use AI-enabled development tools to design database structures
- Support schema development, data organization, and data governance
- Create knowledge repositories, taxonomy, and metadata structures
- Develop searchable databases and enterprise knowledge systems
- Integrate with Microsoft Power Platform and other enterprise applications

AI-Enabled Task & Subtask Management

- Develop structured work breakdowns, task hierarchies, and subtasks
- Create automated task lists and workflow documentation
- Use AI to generate standard operating procedures and checklists
- Support project management and operational execution
- Improve accountability and tracking across teams

Intelligent Workflow Automation

- Automate repetitive administrative and knowledge-related tasks
- Integrate AI with Power Automate, Power Apps, and enterprise systems
- Streamline approval processes and routing workflows
- Reduce manual effort and improve operational efficiency
- Deliver measurable productivity gains

Responsible AI Implementation

- Incorporate governance, risk management, and ethical AI practices
- Ensure data security, privacy, and compliance with federal requirements
- Implement human oversight and validation processes
- Provide AI policy development and workforce training
- Support adoption, change management, and continuous improvement

PRIME CONTRACTOR TEAMING

Collaborative Shared Technologies LLC® is an experienced, agile, and reliable subcontracting partner. We complement prime contractors with specialized expertise in Knowledge Management, AI Engineering, Process Improvement, and Digital Modernization.

WE SUPPORT PRIMES WITH:

- Specialized AI and Knowledge Management expertise
- Scalable support for task orders and delivery teams
- Cleared professionals (TS/SCI with CI Poly)
- Rapid mobilization and low overhead
- Compliance with federal acquisition regulations
- High-quality, on-time, and cost-effective delivery
- Proven experience working in government environments

EXAMPLE SUBCONTRACTING WORK PACKAGES

- AI prompt engineering and agent development
- Knowledge management strategy and implementation
- Microsoft 365 and SharePoint modernization
- AI-assisted database design and knowledge repositories
- Business process analysis and workflow automation
- Enterprise content management and information governance
- Training, documentation, and change management support
- Program and administrative management support

TARGET MARKETS

- Federal Government (Civilian & Defense Agencies)
- State and Local Government
- Prime Contractors and System Integrators
- Corporate and Commercial Organizations
- International Organizations
- Nonprofit and Educational Institutions

PAST PERFORMANCE EXAMPLES

- Enterprise KM governance and records management
- Microsoft 365 and SharePoint modernization
- Knowledge capture, transfer, and lessons learned programs
- Process improvement and operational efficiency
- Training and workforce development
- AI-enabled knowledge solutions and workflow automation

ENGAGEMENT MODELS

Subcontracting | Teaming Agreements | Task Orders | Strategic Partnerships | Advisory Services | Implementation Support

Let's Build a Stronger, More Intelligent Future Together

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