

CAPABILITIES STATEMENT

3401 NORMAN BERRY DRIVE
SUITE 273
ATLANTA, GA 30344
www.cyquesthr.com



CYQUEST BUSINESS SOLUTIONS, INC.
YOUR HR OUTSOURCING PARTNER

Our Motto:

Client Focused · Service Driven · Quality Assured

PRINCIPAL CONTACT

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President & CEO
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**Professional Services
Schedule Contract Holder
GS-10F-097BA**

DUNS – 17-062-8544

NIGP Codes We Service:

- 94612 – Actuarial Services and Retirement Planning
- 96102 – Administrative Services
- 91865 – Human Relations Consulting
- 91875 – Management Consulting
- 91806 – Administrative Consulting
- 96162 – Personnel Services, not employment
- 92435 – In-Service Training (for Employees)

Certifications:

- Certified SBA 8(a) Graduate
Georgia DOT DBE Certified
Certifications by various local Municipalities
- City of Atlanta AABE & SBE
 - Clayton County MWBE & SLBE
 - DeKalb County MBE
 - Fulton County MFBE
 - State of Georgia MBE

GSA Professional Services Schedule Contract Holder (Contract Number GS-10F-097BA)

OUR COMMITMENT

CyQuest Business Solutions, Inc. is a leading provider of human resources and administrative support solutions. Our expertise encompasses the following distinct competencies:

- (1) Administrative Support Services
- (2) Program and Project Management Support
- (3) Employee Benefits Administration and Recordkeeping
- (4) Staff Augmentation
- (5) Training and Development

CORE CAPABILITIES

- Program and Project Management
- Retirement Plan Administration and Consulting
- Administrative Support Services
- Retirement Plan Recordkeeping
- Document Imaging and Support Services
- Mailroom Support

GOVERNMENT AND TRANSFERABLE CORPORATE EXPERIENCE

- U.S. Department of State
- U.S. Department of Treasury
- Pension Benefit Guaranty Corporation (PBGC)
- Regency Hospitals of North America
- Morehouse School of Medicine
- Project Redirect
- Fortune Benefits, Inc.
- The Wine Cellars
- Delta Airlines

As a recent graduate of the SBA 8(a) program, CyQuest is a service-driven company providing exceptional client service with a commitment to excellence while creating innovative and flexible solutions for our clients. Our proven management processes, quality assurance standards and communications methods, ensure that our clients' most complex projects are delivered on time and within budget while exceeding expectations.

CyQuests' many distinguishing capabilities include the following:

- Outstanding past performance ratings
- Superior record of on-time deliveries
- Excellent financial stability and credit
- Consistent on-time reimbursements to participants
- Investments in technology for our clients' direct benefit
- Global perspective, interests, and services
- Consistent cost savings for clients
- High staff continuity on contracts
- Consistent on-time payments to vendors
- Perfect payment record on vouchers to clients
- Proven success as both a Prime Contractor and a Subcontractor