

## ***PAST PERFORMANCE***

### **Department of Justice, USAO – Jackson, MS**

- KPS provides one Level II Legal Assistant supporting the Office of the Attorney for the Southern District of Mississippi headquarters in Jackson, MS through the Office of Legal and Victim Programs (OLVP) meeting the needs of the USAOs, Victim-Witness personnel and of witnesses.

#### **Contract Information:**

- Contract Number - DJJ-16-F-USA43-0036
- Contract Type - FFP
- Period of Performance - 30 September 2016 – 29 September 2021
- Contracting Officer - Lori Terrance
- CO Phone Number - (601) 973-2856
- Base Year - 30 September 2016 – 29 September 2017
- Option Year 1 - 30 September 2017 – 29 September 2018

### **Department of Defense Intelligence Agency (DIA)**

- KPS has been awarded, as a subcontractor to SRC, the Enhanced Solutions for the Information Technology Enterprise (E-SITE) contract providing worldwide coverage for IT requirements and technical support services supporting the Government through system design, development, fielding, and sustainment of global intelligence and command and control (C2) assets vital to the security of the United States.

#### **Contract Information:**

- Contract Number - HHM402-15-D-0032
- Contract Type - CPFF
- Period of Performance - 01 October 2015 – 30 September 2020
- Contracting Officer - Scott Goss
- CO Phone Number - (703) 735-6415

### **Space and Naval Warfare Systems Command, San Diego, CA**

- KPS has been awarded, as a subcontractor, the C4I Testing, Integration and Installation (CTII) contract supporting Navy and various other United States Government shipbuilding programs. These programs require integrated C4I capabilities to provide robust communications for operations, maritime, and flight safety and require integrated information from various communications links and sensors. The integrated capabilities will provide a given command or ship an extension of the tactical horizon, and provide threat indications and warnings. These capabilities will also provide tactical threat analysis and the capability to target the indicated threat entities. The integrated capability is made up of distributed systems that provide network capabilities, communications, command and control, intelligence, and non-tactical data.

**Contract Information:**

- Contract Number - N00039-14-D-0016
- Contract Type - CPFF
- Period of Performance - 01 November 2014 – 31 October 2019
- Contracting Officer - Heidi L Radaford
- CO Phone Number - (619) 537-0288

**Space and Naval Warfare Center, SSC-Lant, North Charleston, SC**

- KPS has been awarded, as a subcontractor, the Navy Tactical Mobile (TacMobile) Systems engineering, test and integration contract. The TacMobile program is an Acquisition Category III program of record that implements an evolutionary acquisition approach to meeting operational requirements through sequential integration of mature commercial-off-the-shelf and government-off-the-shelf capabilities into a functional whole. KPSGC will provide 17 FTEs in Charleston, SC and Patuxent River, MD.

**Contract Information:**

- Contract Number - N00039-15-C-0001
- Contract Type - CPFF
- Period of Performance - 13 May 2015 – 12 May 2020
- Contracting Officer - Heidi L Radaford
- CO Phone Number - (619) 537-0288
- Base Year - 12 May 2015 – 13 May 2016
- Option Year 1 - 12 May 2016 – 13 May 2017
- Option Year 2 - 12 May 2017 – 13 May 2018

**Department of Justice, USAO – Columbia, SC**

- KPS provides two Level II Legal Assistants supporting the Social Security and Foreclosure divisions for the United States Attorney's (USAO) Office, District of South Carolina in Columbia and Greenville, SC.

**Contract Information:**

- Contract Number - DJJ 14-R-USA71-0094
- Contract Type - FFP
- Period of Performance - 30 October 2014 – 29 October 2019
- Contracting Officer - Marie Best
- CO Phone Number - (803) 929-3071
- Base Year - 30 October 2014 – 29 October 2015
- Option Year 1 - 30 October 2015 – 29 October 2016
- Option Year 2 - 30 October 2016 – 29 October 2017

**Space and Naval Warfare Center, SSC-Lant, North Charleston, SC**

- KPS has been awarded, as a subcontractor, the full and open unrestricted Integrated Cyber pillar to provide the capabilities to operate, secure and defend the network and data in support of the warfighter's mission.

**Contract Information:**

- Contract Number - N65236-13-D-4958
- Contract Type - CPFF
- Period of Performance - March 2013 – March 2017
- Contracting Officer - Calvin Howard
- CO Phone Number - (843) 218-5941



### **Space and Naval Warfare Center, SSC-Lant, North Charleston, SC**

- KPS has been awarded, as a subcontractor, the full and open unrestricted Business Force Support pillar in support of developing, delivering and supporting systems and applications in the functional areas of Acquisition, Financial Management, Civilian Personnel, Legal, Administration, Military Manpower and Personnel, Logistics (includes Facilities, Environmental, Material, and Supply Management), Training & Education, Medical, Travel, Strategic Planning, Base Facility Support, and Security Systems.

#### **Contract Information:**

- Contract Number - N65236-11-R-0049
- Contract Type - CPFF
- Period of Performance - March 2013 – March 2017
- Contracting Officer - Jackie Luna
- Contracting Specialist - Vincent Dellinger
- CO Phone Number - (843) 218-4280

### **Space and Naval Warfare Center, SSC-Lant, North Charleston, SC**

- KPS has been awarded, as a subcontractor, the full and open unrestricted Decision Superiority pillar to provide Command and Control Systems Department Integrated Command and Control (C2) area, providing integrated C2 Information Technology (IT) and command center services for the Department of Defense (DoD) and other federal agencies. The products and services in this award include: Program Management, Technical Engineering Support, Integrated Logistics Support (ILS), Configuration and Data Management Support, Direct Customer Support and Security Engineering Support.

#### **Contract Information:**

- Contract Number - N65236-13-D-4918
- Contract Type - CPFF
- Period of Performance - March 2013 – March 2015
- Contracting Officer - Kelly Cannady
- Contracting Specialist - Jesse Seaton
- CO Phone Number - (843) 218-4146

### **Space and Naval Warfare Center, SSC-Lant, North Charleston, SC**

- KPS has been awarded, as a subcontractor, the full and open unrestricted Battlespace Awareness pillar to provide Command and Control Systems Department Integrated Command and Control area, providing integrated C2 Information Technology (IT) and command center services for the Department of Defense (DoD) and other federal agencies. The products and services in this award include: Program Management, Technical Engineering Support, Integrated Logistics Support (ILS), Configuration and Data Management Support, Direct Customer Support and Security Engineering Support.

#### **Contract Information:**

- Contract Number - N65236-13-D-4860
- Contract Type - CPFF
- Period of Performance - March 2013 – March 2015
- Contracting Officer - Kelly Cannady
- Contracting Specialist - Adam Solivan
- CO Phone Number - (843) 218-3556



## **Department of Veteran Affairs, Ralph H. Johnson VAMC, Chas, SC**

- KPS provides one Secretary to the Associate Director who is responsible for providing administrative and secretarial support to the Executive Leadership of the VA Medical Center including, but not limited to greeting staff/patients/visitors and answering the telephones; receiving and distributing mail and correspondence; gathering data and compiling various reports for management; photocopying materials; maintaining files; ordering supplies; providing correspondence directly to Central Office and Network Office; and issuing correspondence. The position of Secretary requires involvement with high-level contacts and exposure to sensitive information necessitating considerable use of tact, diplomacy, discretion, and judgment.

### **Contract Information:**

- Contract Number - VA247-13-J-1013
- Contract Type - FFP
- Period of Performance - 15 April 2013 – 15 August 2013
- Contracting Officer - Janica Francis
- CO Phone Number - (843) 789-6448

## **Commander Navy Region Mid-Atlantic, Norfolk, VA**

- KPS provides one Program Analyst, Level V to the Comptroller's Office who is responsible for Providing data analysis and program guidance; formal classroom training; customer service related to the Standard Labor Data Collection and Distribution Application (SLDCADA) automated time and attendance program; Data entry into relational database tables; oral presentations and formal classroom training; Managing and maintaining supply documents, purchases and items; customer support for Command Financial Management System (CFMS) and Enhanced Managerial Application (EMA) and customer support for Defense Travel System (DTS).

### **Contract Information:**

- Contract Number - N00189-13-T-0119
- Contract Type - FFP
- Period of Performance - 15 April 2013 – 15 August 2013
- Contracting Officer - Tawanna McFarlin
- CO Phone Number - (757) 322-2635

## **Department of Justice, USAO – Columbia, SC**

- KPS provided one Public Affairs Specialist who serves as a community outreach and public affairs specialist for the United States Attorney's (USAO) Office, District of South Carolina. The incumbent in this position is responsible for collecting, assembling, preparing and disseminating information concerning the various programs of the District.

### **Contract Information:**

- Contract Number - DOJ 12-R-USA-710100
- Contract Type - FFP
- Period of Performance - 30 October 2012 – 29 October 2013
- Contracting Officer - Marie Best
- CO Phone Number - (803) 929-3071

## **CGI Federal, North Charleston, SC**



- KPS provided one Subcontract Administrator, who from initial procurement action, administered CGI's subcontract orders for services as well as CGI's contact with the subcontractor's Contract Administrator and managed that relationship. Prepared initial Purchase Order for review by Contracts Director, initiated purchase requisition modifications for subcontracted services; coordinating with Project Manager, and Contract Administrator. Also - maintained CPSR compliant subcontract documentation files; received, coordinated acceptance, and approved subcontractor invoices; maintained purchase order invoice tracking sheet. Coded subcontractor invoices and submitted to Accounts Payable for payment, submitted purchase order to services subcontractor for acceptance signature and filed fully executed order. Managed line item funding on subcontractor purchase order and identified subcontractors at risk; notifying Contract Administrator.

**Contract Information:**

- Contract Number - MIS-035-KPS
- Contract Type - FFP
- Period of Performance - October 2012 – December 2012
- Contracting Officer - Christine Stone
- CO Phone Number - 703-227-7438

**Department of Justice, USAO - Gulfport, MS**

- KPS provides one Information Receptionist in support of the Office of the Attorney for the Southern District of Mississippi branch at Gulfport, MS. This Low Risk security position is required to receive and properly refer visitors and callers to the U.S. Attorney's Office (USAO) and provide assistance in a professional and effective manner utilizing a general working knowledge of all functions and divisions of the District. The Information Receptionist will also provide clerical support to the office in various Administrative areas.

**Contract Information:**

- Contract Number - 11F-USA43-0034
- Contract Type - FFP
- Period of Performance - November 2011 – November 2012
- Contracting Officer - Lori Terrance
- CO Phone Number - 601-973-2858

**Contract Extension:**

- Contract Number - 12F-USA43-0045
- Contract Type - FFP
- Period of Performance - November 2012 – November 2013
- Contracting Officer - Lori Terrance
- CO Phone Number - 601-973-2858

**Contract Extension:**

- Contract Number - DJJ-14F-USA43-0009
- Contract Type - FFP
- Period of Performance - November 2013 – November 2014
- Contracting Officer - Lori Terrance
- CO Phone Number - 601-973-2858

*Labor Category changed to Legal Assistant, Level I*

**Contract Extension:**

- Contract Number - DJJ-15F-USA43-0005
- Contract Type - FFP

*Labor Category changed to Legal Assistant, Level II*



- Period of Performance - November 2014 – November 2015
- Contracting Officer - Lori Terrance
- CO Phone Number - 601-973-2858

**Department of Veterans Affairs, St. Louis, MO**

- KPS provides one Human Resources Assistant/Analyst to the Department of Veterans Affairs, Employee Education Resource Center (EERC) located at VA Medical Center, St. Louis. This position requires experience and knowledge of government human resources processes, policies, procedures, guidance, Code of Federal Regulations, United States Code. Our contract employee provides the needed assistance in the implementation of human resources programs/projects. In addition to Serving as the Point of Contact for the EES/VALU telework pilot which involves assuring documentation is accurate and complete, other responsibilities include answering routine questions and forwarding questions/issues to the appropriate authority.

**Contract Information:**

- Contract Number - VA-777-11-RQ-0161
- Contract Type - FFP
- Period of Performance - 02/14/11 – 02/13/2012
- Contracting Officer - Tom Curtner
- CO Phone Number - 314-894-6495
- Technical Representative - Janice Wilson
- TR Telephone - 314-894-5793

**Contract Extension:**

- MOD Number - VA 777-C20126
- Contract Type - FFP
- Option Period 1 - 02/14/12 – 02/13/2013
- Contracting Officer - Linda Eley
- CO Phone Number - 314-894-6495
- Technical Representative - Janice Wilson
- TR Telephone - 314-894-5793

**Contract Extension:**

- MOD Number - VA 777-C30051
- Contract Type - FFP
- Option Period 1 - 02/14/13 – 02/13/2014
- Contracting Officer - Linda Eley
- CO Phone Number - 314-894-6495
- Technical Representative - Janice Wilson
- TR Telephone - 314-894-5793

**Department of Veterans Affairs, Shreveport, LA**

- KPS provided a medical technician in support of the Supply Processing and Distribution Unit (SPD) of the Material Management Section of the Acquisition & Material Management Service at the Overton Brooks VA Medical Center, Shreveport, LA. This Low Risk security position is required to perform various services throughout the SPD Department which include but are not limited to Inventory and distribution of supplies, stock control and constant interactions and communicates with clinic and ward personnel.

**Contract Information:**

- Contract Number - VA667-000144



- Contract Type - FFP
- Period of Performance - February 2010 – May 2010
- Contracting Officer - Brenda Russo
- CO Phone Number - 318-990-4737

**Contract Extension:**

- Contract Number - VA667-C-00192
- Contract Type - FFP
- Period of Performance - 16 August 2010 – 08 February 2011
- Contracting Officer - Carolyn Sue Lee
- CO Phone Number - 318-990-5714

- KPS provided the Overton Brooks VA Medical Center with preparation services of medical records for shipment to the Records Center and Vault in Neosho, Missouri through the use one contract employee. These services require a file clerk to work within the confines of the secured file room located at the Overton Brooks VA Medical Center. KPS has maintained and ensured the confidentiality of all patient information accessed for the purposes of providing the needed contracted services.

**Contract Information:**

- Contract Number - VA667-C90086
- Contract Type - FFP
- Period of Performance - 12 November 2008 – 06 May 2009
- Contracting Officer - Carolyn Sue Lee
- CO Phone Number - 318-990-5714

**Naval Medical Center, Portsmouth, VA**

- KPS provided the Patient Administration Department at the Naval Medical Center, Portsmouth, VA (NMCP) with a Healthcare Administrator. This on-site position requires duties to be performed in any various areas of NMCP, outlying Branch Medical Clinics, and operational Commands of the Atlantic Fleet. These duties include but are not limited to the identification and process improvement of workflow and access to care at the medical facility. This position serves under the administrative and professional direction of the Assistant Department Head of the Patient Administration department in accomplishing a range of management and supervisory functions to include planning, organizing, management of personnel, and other administrative functions to support the department.

**Contract Information:**

- Contract Number - N00183-09-F-0393
- Contract Type - FFP
- Period of Performance - 24 August 2009 – 23 August 2010
- Contracting Officer - Keith Haskett
- CO Phone Number - 757-953-7571
- Technical Representative - Mary Kay Manning
- TR Telephone - 757-953-6098

**Contract Extension:**

- Contract Number - N00183-10-F-0423
- Contract Type - FFP
- Period of Performance - 24 August 2010 – 23 August 2011
- Contracting Officer - Keith Haskett



- CO Phone Number - 757-953-7571
- Technical Representative - Mary Kay Manning
- TR Telephone - 757-953-6098
- KPS provided contract closeout, receipt control, and contracting service for the Contract Administration Division at the Naval Medical Center Portsmouth through the use of 2 contracted employees. These clerical and technical services include but are not limited to control and review of contract documents and reports; verifying/abstracting information contained in documents and reports; contacting various departments to get status of packages and expedite delivery; maintaining various contracting files, resolving a variety of discrepancies, or performing other similar work in support of Health Care Contracts and operations. These duties require a practical knowledge of procurement procedures, operations, regulations, and programs.

**Contract Information:**

- Contract Number - N00183-09-F-0309
- Contract Type - FFP
- Period of Performance - 27 July 2009 – 26 July 2010
- Contracting Officer - Keith Haskett
- CO Phone Number - 757-953-7571
- Technical Representative - Cynthia Carpenter
- TR Telephone - 757-953-6059

**Department of Energy**

- KPS provides the Enterprise Training Services (ETS), Albuquerque Operations Center, supporting the Richland Operations Office and Office of River Protection (ORP) with on-site assistance with processing Federal civilian training actions through the use of one training coordinator. The training coordinator serves as a liaison for DOE Enterprise Training Services, Richland Operations Office and Office of River Protection (ORP) managers and employees and the Albuquerque Operations Center. This position requires frequent contact with Richland Operations Office and Office of River Protection (ORP) representatives to ensure needs of the organization are discussed and addressed, and that services are continually maintained. In addition, the training coordinator assists with conducting annual needs assessments and training development processes, as well as in identifying critical training needs. These duties require determining organizational, occupational, and individual needs using managerial and subject matter expert input and summary analysis of IDP data.

**Contract Information:**

- Contract Number - DE-AT06-09RL15062
- Contract Type - FFP
- Period of Performance - 22 April 2009 – 21 May 2010
- Contracting Officer - Linda Jarnagin
- CO Phone Number - 509-376-4466
- Technical Representative - Jenifer Knittel
- TR Telephone - 509- 373-1046

- KPS provide the Richland Operations Office Human Resources Director with on-site assistance with processing Federal personnel actions through the use of one Administrative Assistant. The administrative assistant provided services in processing a range of Federal personnel actions. Examples of Personnel Actions support include but are not limited to





preparing reports, providing required employment verification, and processing manually or electronically the Standard Form 50 and related forms and documents to affect the full range of personnel actions for SES, General Schedule, and Excepted Services. Additional responsibilities include maintaining on-line data in the DOE Corporate HR Information System (CHRIS) and any automated personnel subsystems to include, as needed, electronic interface with finance and OPM systems. These tasks require expert knowledge of rules and regulation governing processing personnel actions in the Federal Government.

**Contract Information:**

- Contract Number - DE-AD06-09RL 15081
- Contract Type - FFP
- Period of Performance - Base Period: 03/01/2009 - 05/31/2009
- Option 1 - 01 June 2009 – 31 August 2009
- Contracting Officer - Linda Jarnagin
- CO Phone Number - 509-376-4466
- Technical Representative - Connie Pierce
- TR Telephone - 509-376-2891

**United States Air Force, Ellsworth, SD**

- KPS provides program support and information referral services for the Ellsworth AFB Airman and Family Readiness Center. This task requires knowledge of military family support and services, customer service and strong communication, and computer skills. Responsibilities include scheduling, problem solving and troubleshooting. This contract requires 1 FTE, Community Readiness Assistant. The skills required for this position such as scanning, filing, and administrative support as well as working with government documents and sensitive documents, meets with the skills and employee requirements of the statement of work.

**Contract Information:**

- Contract Number - FA4690-09-P-0022
- Contract Type - FFP
- Period of Performance - 01 October 2008 – 30 September 2009
- Option Year 1 Exercised - 19 October 2009 – 30 September 2010
- Contracting Officer - Calvin L. Courtney
- CO Phone Number - 605-385-1732
- Technical Representative - Mark K. Jellerson
- TR Telephone - 605-385-1718

**L-3 Communications/Titan, Charleston, SC**

- KPS provides temporary services with a Subject Matter Expert 1- Business (Financial Analyst/Acquisitions Support) for L3 Communication's Charleston office. Our contract requires strict familiarity and practical experience with Federal Government operations and a comprehensive knowledge of Federal Acquisition Regulation (FAR) and DOD procurement policies and procedures. This contract requires one person experienced with acquisition documentation, development testing criteria, development of corrective action systems, development of program monitoring approach, analysis of programs' health, data collection and analysis, and development of cost estimates and program status reports.

**Contract Information:**

- Contract Number - 70SM000149
- Contract Type - FFP



- Period of Performance - 28 June 2010 – 03 September 2010
  - Contracting Officer - Letitia Nichols
  - CO Phone Number - 757-671-2504
  - Technical Representative - Sharon Oliver
  - TR Phone Number - 843-725-3932
- KPS provided a Word Processor III- DoD cleared employee to provide technical writing, proposal support and graphics to L3 Communication's Charleston office. Our contract required a highly motivated and flexible employee to work with the staff at L-3 as well as onsite with the SPAWAR customers

**Contract Information:**

- Contract Number -N65236-03-D-5852
- Contract Type -FFP
- Period of Performance -May 2008 – May 2009
- Contracting Officer -Jesse Washington
- CO Phone Number -767-671- 2509
- Technical Representative -Letitia Nichols
- TR Telephone -757-671-2504

**Department of Veteran's Affairs, Columbia, SC**

- KPS supported the Wm. Jennings Bryan Dorn VAMC with six FTEs to assist in processing backlog of approximately 4,000 Fee Basis medical claims for non-VA health care services to meet performance measure of 95% of claims being processed within 30 days.

**Contract Information:**

- Contract Number - 544-C85163
- Contract Type - FFP
- Period of Performance - 01 April 2008 – 30 September 2008
- Contracting Officer - Daisy Stephens
- CO Phone Number - 803-695-6845
- Technical Representative - Ava Ellis
- TR Phone Number - 803-776-4000, ext. 6185

**United States Air Force, Charleston, SC**

- KPS began supporting the Department of Air Force at Charleston Air Force Base, South Carolina on October 1, 2006 as KPS Government Contracting, A Division of Charles Foster Co. The contract required two FTEs to support the Airman and Family Readiness Center at the 437<sup>th</sup> Contracting Squadron/LGCA.
  - Front Desk – Manage Center
    - Make appointments for airmen and or their families with various counselors depending on the family need. Provide information and set-up training for families exiting the Air Force, Deployment, or relocation. Extensive telephone and computer skills required along with a calming demeanor. Public Trust Clearance and CAC card required. Assist Discovery Center as needed.
  - Discovery Center – Computer Support
    - Work with Airmen and families with various computer resources. Provide guidance on resume development, learning computer skills and overall computer help from writing to searching the internet. Responsibility includes maintaining



computers, printers and library. In addition, serve as backup to the front desk during lunch or other times as necessary. Public Trust Clearance and CAC card required.

**Contract Information:**

- Contract Number - FA4418-07-P-0010
- Contract Type - FFP
- Period of Performance - 01 October 2006 – 30 September 2007
- Option Year 1 Exercised - 01 October 2007 – 30 September 2008
- Contracting Officer - Jacqueline Brown
- CO Phone Number - 843-963-5166
- Technical Representative - Flora Hoss-Mason
- TR Phone Number - 843-963-4407

**Transportation Security Authority**

- KPS was a subcontractor to Day Consultants Inc. to provide administrative support to forty (40) international airports in the United States. KPS provided Training Coordinators, Human Resource Specialists, Financial Specialists, Administrative Specialists, Administrative Assistants, Administrative Clerks and Secretaries to Chicago O’Hare, Detroit Metropolitan, Charleston International, Southwest International, Fort Lauderdale International and Miami International airports.

**Contract Information:**

- Contract Number - BPA# HSTS03-06-A-ACQ910
- Contract Type - FFP
- Period of Performance - 01 October 2006 – 30 September 2007
- Option Year 1 Exercised - 01 October 2007 – 30 September 2008
- Prime Contractor - Deborah Young
- PC Phone Number - 843-626-6859

