



Collect and Organize

Delivered data analysis and prioritization of critical project solutions. Systematically distributed collective information and results to a wide-breadth of program and project stakeholders in a timely manner. Developed communication systems, standard operating procedures (SOP), cataloged and created searchable documentation for all project parties allowing easy retrieval of critical documents.

Develop

Designed and created collaborative system to catalog and organize information for user identification portals utilizing SQL databases. Produced reports on end-user usage and document ownership using multiple metadata fields.

Deploy

Received encrypted data transfers and created SLAs to mitigate customer liability during unforeseen outages. Established security models for identification and authorization utilizing embedded services and high-level access.

Training

Developed and presented TRVA CCP portal training program. Created training materials and delivered a series of comprehensive instructor-led webinars, and onsite classroom sessions to educate students on portal objectives.

Continuance

Established and implemented project communication with all internal and external parties. Maintained project documents including correspondence, using Optical Character Recognition (OCR), while continually updating the collaboration portal using agile methodology and sprint upgrades. Established, vetted, and tested procedures for updating multi-use databases and data protocol processes.



Agile Group

A Small Business Administration (SBA) certified 8(a), Woman Owned Small Business (WOSB), Agile Group is a niche firm supporting government and commercial clients throughout the world to better manage, measure, and communicate their project portfolios.

Agile Group brings over nine years of Federal Government experience with Microsoft SharePoint™ program creation & execution, PMO development, project management and controls, portal development and sustainment, quality control, and training. We deliver these solutions and related services for numerous Federal agencies including the U.S. Army, U.S. Army Corps of Engineers (USACE), the U.S. Department of Homeland Security (DHS), and U.S. Customs and Border Protection (CBP).

Best Value

- ▶ Retaining a deep experience working with Local, State, and U.S. Federal, governments, including US Army Corps of Engineers and Customs and Border Protection
- ▶ Utilizing state of the art technology to provide communications strategy and deployment services
- ▶ Delivering resources with the right skills quickly, with a strong corporate commitment to dedicated training and recruitment