Information Technology Support Services and Supplemental Staffing for the Departments for Electronic Information Systems (EIS) and Telecommunications

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Prepared for:

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COVER PAGE

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Jefferson Parish
Department of Purchasing

Akiva Technologies is proud to submit this offer to Jefferson Parish for Information Technology Support Services. We have reviewed the Statement of Work (solicitation) and understand the requirements. We will provide services on a timely basis and in compliance with all municipal, county, state, and federal codes, ordinances, regulations, laws, and industry best practices and standards.

As President of Akiva Technologies, I want to convey my commitment to this project. I confirm that I am authorized to negotiate and sign any agreement reached between Jefferson Parish and Akiva Technologies. We look forward to working closely with you, and we are committed to meeting your expectations and continuing to serve your strategic needs.

Akiva confirms that we agree and take no exceptions to any of the terms, conditions, or provisions specified in the solicitation. We read, understood, and agree to comply with the requirements outlined in Contract Clauses, Contract Documents, Exhibits, Or Attachments, and Solicitation Provisions.

Christopher J. Canarelli
President & CEO
Phone: (717) 468-7637
Email: ccanarelli@akiva.com

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CORPORATE OVERVIEW

Founded in 2017, Akiva Technologies is a New York Certified Service-Disabled Veteran-Owned Small (SDVOSB), and SBA SDVOSB. We are an Employee-Owned consulting firm located in Leesburg VA. Our core services are Staff Augmentation, Enterprise IT, Cybersecurity, Systems Engineering, and Supply Chain Management. We are committed to delivering the State of New York high-quality, cost-effective, mission-focused services and innovative solutions to address your most challenging needs. Employee-Owned, Akiva Technologies was founded to provide exceptional services to our customers, we are committed to supporting the development and success of our professional staff and organization. To that end, we offer employee ownership and significant opportunities to share in the company's success.

Akiva differs from other temporary and permanent placement agencies because of our skilled personnel. We are committeed to providing highly qualified personnel aligned to the organization's needs for permanent and non-permanent positions. Our true strength lies in our focus on innovation to support solutions as a small business. Our exceptionally skilled people, proven leadership, and optimized processes allow us to work with our state and federal clients to support our drive for a better solution.

Akiva offers a low-risk solution that aligns staff with excellent experience in various information technology (IT) support roles. Considering the diverse set of duties and deliverables under various task orders, the proposed personnel will possess excellent analytical, planning, and management skills.

ORGANIZATION STRUCTURE

Our organizational structure is designed to be lean, efficient, and responsive. Our reporting structure provides the Account Manager with direct access to corporate owners/officers and back-office support. Akiva's comprehensive project management approach is designed to foster communication and inter-group coordination (collective learning), and ensure responsiveness and total accountability. This approach will provide maximum performance for the life of the contract. Our President, Christopher Canarelli, will serve as **Key Personnel** and **Account Manager** for this contract.
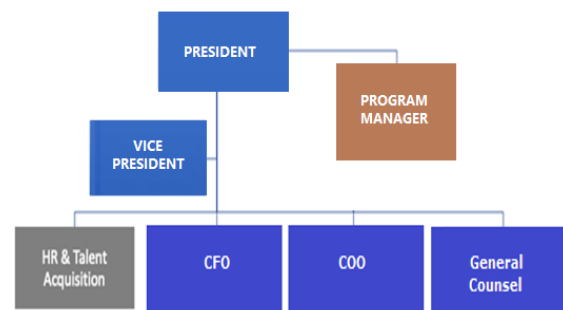
TECHNICAL PROPOSAL ELEMENTS

For This Effort, Akiva has partnered with **ATI Government Solutions LLC (ATI)** to help us provide the broadest range of staffing services possible.

ATI is an SBA Certified, Tribally Owned Entity in the SBA's 8(a) Business Development program and we distribute profits to our owners, the Susanville Indian Rancheria, which reinvests them into healthcare

and transportation infrastructure and job-creation programs. We provide administrative support, information technology, electrical transmission support, complex procurement, and management consulting services to our Federal Customers. These services, supported by state-of-the-art processes and technologies, help our government customers meet and exceed their strategic and mission objectives by using state-of-the-art methods and technologies. Our growth is fueled by our excellent performances.

Because ATI is part of a family of companies managed by our holding company, Serco Federal Services Inc., our customers benefit from a shared services model which includes DCAA audited accounting processes using Deltek's Costpoint, disciplined control over indirect costs, our ISO and CMMI certified processes and procedures and responsive human resources and recruiting processes, including our commitment to Diversity, Equity, Inclusion and Accessibility (D,E,I&A). This allows us to offer our Federal customers a cadre of highly qualified employees, each of whose compensation ranks in the top ten percent of industry, at an affordable rate.

ATI offers our customers a rare combination of innovative and experienced businesspeople who deliver high quality results to our customers. Our executive team managed the largest small business award – an IDIQ contract valued at $1.2B with 340 task orders supporting the Department of Energy- ever awarded at the time. Our corporate customer list includes the U.S. Navy, the Kansas Army National Guard, the U.S. Department of Health and Human Services, the U.S. Department of Energy, the U.S. Federal Aviation Agency, and U.S. Department of Agriculture. Our relevant experience includes Information Technology, construction management, base and facilities operations, administrative support, and military vehicle maintenance.

Ensuring Business Continuity

We ensure business continuity for Jefferson Parish through an efficient contingent staffing strategy to address any surge in demand. Our on-the-job training and retention plan ensure highly-engaged, efficient staff with minimal turnover. We leverage predictive intelligence for increased productivity by detecting and diagnosing potential risks before they grow, enabling our team to avoid unnecessary and unproductive tasks.

Efficiency

Our security screening process results in a higher number of applicants being adjudicated, saving the State of Louisiana time and money.

Benefits and Features. Our experience, strengths, and ready workforce translate into concrete benefits and are aligned with our features for this contract as described in *Table 1*.

Table 1 – Team Benefits and Features for Jefferson Parish	
Benefits	**Features**
Fully staffed on each Task Order Awarded	We are positioned to quickly provide qualified personnel. We have local recruiting teams experienced with providing large-scale staffing augmentation services in support of Task Order efforts.

Table 1 – Team Benefits and Features for Jefferson Parish	
Benefits	**Features**
Promoting efficiency, quality and customer service image in political and	With experience supporting civilian and defense agencies, our team understands the complexity of Jefferson Parish's requirements and the environments in which these services must be completed. We will use lessons learned from *high volume quick ramp ups* and *specialized skills, quick turnarounds*.
Mission Success	We survey all of our professionals at different points throughout and after their assignment to assess which elements of our program are successful, and where we can improve. Our experience and internal research have resulted in an industry standard program that includes the following elements: Quality employee benefits; An extensive library of training materials; Competitive compensation; A high-touch performance management system. We care about your mission and are committed to meeting your needs throughout the project lifecycle – from developing the foundational strategies to providing the resources and support to build success. As your partner, we leverage these five key components to create a winning combination for your organization.
Performance Goals	The professional paradigm has shifted from simply accomplishing tasks to achieving goals. We have developed a comprehensive Quality Control Plan (QCP) tailored to the unique requirements of our customers. The overall goal of the QCP is designed to achieve quality results by focusing on four key areas: Management Responsibility, Resource Management, Product Delivery, and Measurement of Results. The objective of the Plan is to achieve acceptable quality levels in the performance areas as defined by the Contract and/or the customer's Quality Assurance Surveillance Plan (QASP).
Low Risk	Our sourcing and recruiting are scalable and on-demand. Our methodologies are proven for work execution, deliverables, and project control. We employ highly skilled teams built fit-for-purpose, supported by industry and solution SMEs. We will provide the State of Louisiana with the right balance of cost, project control, risk management, and work quality.

AKIVA ORGANIZATIONAL LABOR CATEGORIES	MINIMUM QUALIFICATIONS	MINIMUM EXPERIENCE	Sample Available Resources and Career Highlights
Enterprise Architect	Minimum of 8 years of experience and a BA/BS degree or related Industry Certifications	Responsible for all aspects of the development and maintenance of assigned enterprise architecture project and takes project from planning through final delivery.	**George Evans, Enterprise Architect** ▪ Results-focused Information Technology professional with an excellent track record in conceptualizing and directing the development of advanced technology solutions and building and managing IT infrastructure for global organizations. Strengths include formulating strategies for technology acquisition, integration, migration and implementation. Combine strategic planning and team development expertise with strong technical qualifications to accomplish long-range objectives for growth and profitability. Process oriented leader whose ability to consistently implement infrastructure and streamline operations, resulting increased quality and stability. ▪ **19 years' experience** **EDUCATION:** ▪ **BS Degree**

Solutions Architect	Minimum of 8 years of experience and a BA/BS degree or related Industry Certifications	Participates in the design, creation, and maintenance of computerized databases.	**John Brown, Solutions Architect** ▪ Team Foundation Server and Agile consultant. I provide consulting on Application Lifecycle Management (ALM) practices, TFS installation and configuration, and training on TFS features. I develop DevOps pipleines to automate Continuous Integration and Continuous Delivery (CI/CD) for a variety of projects. Specifically targeting Azure cloud services and Azure Service Fabric microservices. Significant Projects For the FDIC, I developed a training strategy and training content to transition the employees and contractors to the new Agile process and TFS services. Established an educational portal for the transition. Created a secure document repository through custom application of security to SharePoint with PowerShell. ▪ **23 years' experience** **EDUCATION:** ▪ **Master of Science in Computer Science. Johns Hopkins University - Baltimore, MD** ▪ **BS in Aeronautical and Astronautical Engineering. Purdue University - West Lafayette, IN**

Systems/Network Engineer	Minimum of 8 years of experience and a BA/BS degree or related Industry Certifications	Under general direction, installs, configures, and supports an organization's local area network (LAN), wide area network (WAN), Agency Internet Network (AIN), Intranet and Internet, and other data communications systems or a segment of a network system; maintains network hardware and software; monitors network to ensure network availability to all system users and perform necessary maintenance to support network availability; may supervise other network support and client server specialists and plan, coordinate, and implement network security measures; and will provide leadership/mentorship to junior & mid-level network engineers.	**Jason L. Curry, MCSE** 12+ years troubleshooting and/or administering the following: • Security: FortiNet Product Line (FortiGate, FortiMail, FortiClient, etc.), Information Assurance / Risk Assessment (IARA), Security Technical Implementation Guide (STIG), Security Benchmarking, Configuration Control, Change Management, Network Auditing. • Network: Cisco & HP Switches, SonicWALL, Barracuda, VLAN, VPN, NATS, DNS, DHCP, IPv4, IPv6, ACL, Cable Management, Wire Shark. • Hardware: PCs, Laptops, PDAs (Blackberry, iPhone, Android), Printers, Servers, NAS Appliances and PBX Systems (SIP/VoIP), SonicWALL Firewall and CDP Appliance, Red Condor Email Filter Service. • Operating Systems: Windows Server (2012, 2008, 2003, 2000), SBS Server (2008, 2003), Windows (10, 8.1, 8, 7, Vista, XP, 2000, NT4, 98SE). • Hypervisors: VMware 3.5, 4.0, 5.5, 6.7, Hyper-V, OpenBox, VirtualPC, VMWare Workstation. • Image Creation & Management: DISM, Altiris Rapid Deploy, Ghost, Acronis TrueImage. • Operational/Productivity Software: SalesLogix (7.5, 6.2) [CRM Application/Ticketsystem], QuickBooks, QuoteWerks [Estimating Software], MS Office Suite (2000, 2003, 2007, 2010), Adobe Photoshop CS5.

			• Systems Management: ConnectWise Manage, ConnectWise Automate, Continuum, Ghost, LabTech Automate, Active Directory, Azure AD, GPO. • Programming Experience (Hobbyist): HTML, cXML, PHP, ASP.Net, VB.Net, C#, MySQL, DB2, MS SQL • Storage: NetApp, Pure, Nimble, Equalogix, Hitachi USP. • HCI/dHCI: Nutanix, Simplivity **EDUCATION** MCSE MCTS CCNA CompTIA Network+ CompTIA Security+ CompTIA A+ Certified Computer Repair Technician

Network Architect	Minimum of 8 years of experience and a BA/BS degree or related Industry Certifications	Technical expert responsible for design and development of a client/server and mobile computing environments.	**SEIFEDDINE HATEB, Senior Information Security Architect** • Proven information security and network professional with success in guiding implementation of leading-edge technology solutions while balancing security initiatives to risks, business operations and innovations. Specialties include network design, systems architecture, configuration management, security assessment, pentesting, vulnerability management, business continuity planning, disaster recovery planning and systems administration with extensive experience telecom and services industries. • **23 years' experience** **EDUCATION:** • **Master's in Information Systems and Infrastructure Management** • **Master of science in Computer Sciences** • **Master's in Information and Communication Technologies and Management** • **BA in Computer Science and Networking** • **Bachelor's in Mathematics**

Database Administrator	Minimum of 8 years of experience and a BA/BS degree or related Industry Certifications	Participates in the design, creation, and maintenance of computerized databases. Responsible for the quality control and auditing of databases to ensure accurate and appropriate use of data.	**Mireille Tene, Oracle Database Administrator** • Over 9+ years of IT industry experience as a Unix/linux System Administrator under environment of Red Hat Enterprise Linux 3.x/4.x/5.x/6.x,7.x Cent OS 4.x/5.x, Suse 11,Ubuntu ,VMware ESX and windows environment. Migration of Oracle Database services from the legacy Unix physical servers to latest Redhat Enterprise Linux Virtual Systems based on the Esxi VMWARE with underlying HPE SOX host systems. **EDUCATION:** • **Bachelor's Degree**
Database Analyst	Minimum of 8 years of experience and a AS or BS degree or related Industry Certifications	Under general direction, designs, implements and maintains complex databases, access methods, access time, device allocation, validation checks, organization, protection and security, documentation, and statistical methods.	**Mireille Tene, Oracle Database Administrator** • Seasoned professional Oracle Database Administrator and IT security expert with 8+ years of extensive knowledge and proficiency in Oracle database administration. Worked on very large production databases, performing various DBA roles across a multitude of platforms (LINUX, Solaris, UNIX, and Windows) in production, development and testing environments. Conduct Data modeling using tools like SQL Developer. Performed extensive follow-up procedures to obtain, update, and validate information; maintained an exceptionally high accuracy rate through data verification, attention to detail, and regular quality control checks. **EDUCATION:** • **Associates Degree**

Business Intelligence Specialist/Analyst	Minimum of 8 years of experience and a AS or BS degree or related Industry Certifications	Works in a data warehouse or data modeling environment that includes data design, database architecture, metadata and repository creation. Translates business needs into long-term architecture solutions. Defines, designs, and builds dimensional databases.	**Ranga Naras, Data Scientist** • Dr. Naras is an experienced Program Manager and Technologist with strong background and experience in Data Science, Statistics and Management Science. He is considered subject matter expert in advanced Quantitative Analysis and the ability to turn business and practical problems into analytical problem statements and then develop appropriate analytical models. • **44 years' experience** **EDUCATION:** • **Ph.D. in Management Science** • **Master of Engineering, National Institute of Technology**

Cloud Software/Architect	Minimum of 8 years of experience and a BA/BS degree or related Industry Certifications	Top-level technical expert responsible for design and development of cloud environments.	**Ahmad Bizri, Cloud Solutions Architect** ▪ Cloud Solutions Architect and Subject Matter Expert (SME) with hands-on Technical experience in systems, networking and security controls. Hands-on technical expertise in private, public and hybrid cloud design, setup, development, configuration, installation, implementation, deployment, monitoring and maintenance, and data center integration. Working knowledge of Amazon AWS, Workspaces and WAM packaging, Microsoft Azure, Citrix XenApp and XenDesktop, Citrix NetScaler VPX, and Dell and HP thin and zero clients. Hands-on experience with Windows, WMware and Linux instances. Hands-on experience with Cisco ASA, Checkpoint and Fortigate firewalls, and Cisco Catalyst stackable Switches. Hands-on experience with Zultys and NexVortex VoIP and SIP trunking design, installation, configuration and monitoring. Proficiency in FISMA, DISA, FIPS, NIST, ITAR and NPR regulations, and NIST USGCB, CIS Benchmarks and DISA STIGs security policies, assessments and controls. ▪ **20 years' experience** **EDUCATION:** ▪ **Master of Science in Information Technology. Johns Hopkins University** ▪ **Bachelor of Science in Information Technology. University of Maryland**

Web Developer	Minimum of 6 years of experience and a AS or BS degree or related Industry Certifications	Under general direction, designs, develops, troubleshoots, debugs, and implements software code (such as HTML, CGI, and JavaScript) for a component of the website.	**Edmund Bobbitt, Software Developer SQL .NET** • Design, develop and support C Sharp and Visual Basic .NET Web consumer facing web applications following Agile software development principles. Interface with web services for payments and parts diagrams. Develop applications for international online sales of machinery and equipment. Search engine optimization tactics including complex IIS rewrite rules. Make Web site performance and customer experience highest priority. Design Tables, Procedures, Functions and Views for SQL Server. Deploy applications to DEV, UAT, and Production. Produce Finance Application ASP.NET web application managing Cost Center budget data allowing automated production of the annual Utilization Management Report. Develop SharePoint site web part and page customization using Visual Studio, HTML and JavaScript. • **15 years' experience** **EDUCATION:** • **Bachelor of Science in Information Systems. University of Maryland**

Back-end Developer	Minimum of 6 years of experience and a AS or BS degree or related Industry Certifications	Under general direction, devises or modifies procedures to solve complex problems considering computer equipment capacity and limitations, operating time and form of desired results. Designs, codes, tests, debugs and documents those programs.	**Harry Green, Application Developer** • 33 years of increasing responsibility and expertise in the planning, development, design, analysis, implementation, and administration of information systems utilizing database and Client/ Server applications involving Oracle, SQL Server, UNIX, Java, JSP, and scripting applications. His experience includes the design of applications for a variety of complex systems supporting commerce, telecom, health, scientific, and business applications with Java (J2EE, Core), Oracle, Apache, Weblogic Server on AWS, WebSphere, Spring Boot in a Lookup application to incorporate Docker. I've developed and built Java packages in the Business Logic, Service, and Domain layers implementing complex SQL database search and update using JPA, Hibernate, and Spring-JDBC. I've also have developed complex Oracle PLSQL stored procedures and packages for batch and web applications. My server-side development experience includes extensive Shell Scripting on many Linux and Unix Servers that included embedded SQL and my own Shell, Perl, C/C++ applications. I've also created PHP-MySQL web applications supporting DOJ, and Perl and Python Linux/Unix server applications supporting data and file manipulation and a Python web crawler. Recent health care contract experience included supporting registration application that utilized JQuery and

			Bootstrap/CSS which integrated Ajax controls. **EDUCATION:** - **Masters in Computer Science. George Mason University**
Software Engineer	Minimum of 8 years of experience and a BA/BS degree or related Industry Certifications	Under general direction, devises or modifies procedures to solve complex problems considering computer equipment capacity and limitations, operating time and form of desired results. Designs, codes, tests, debugs and documents those programs.	**Radhika Patanla, Oracle Certified Professional** - Over 15+ years of experience in Oracle Technology focusing on analysis, design, development, customization and implementation of various businesses applications using Oracle Applications E Business Suite R12 / 11i, Oracle Developer 2000 and Discoverer. Experienced in full life cycle implementations, conversions, upgrades and support of Oracle EBusiness Suite 11i / R12 environments. Experience in Procure to Pay (P2P) and Order to Cash (O2C) cycles. Experienced in Federal Financials Year-End closing process. Experienced in training to the stakeholders which include customers, end users , junior developers in Procure to Pay, Order To Cash and SQL,PL/SQL. Expertise in designing functional & technical specification documents. **EDUCATION:** - **Bachelor of Engineering in Computer Science** - **Oracle Certified Professional (OCP)** - **Oracle Certified Associate (OCA)**

Information Assurance Analyst	Minimum of 6 years of experience and a AS or BS degree or related Industry Certifications	Under general direction, responsible for all activities relating to information assurance procedures and systems. Develops information systems assurance programs and control guidelines. Confers with and advises subordinates on administrative policies and procedures and resolving technical problems, priorities, and methods.	**Subbu Sonti** **CISSP, Security+, ITIL v3 Foundation** • 10₊ years of hands on experience as a System Security Analyst, demonstrated competence in security testing, audit and security control assessments on computer applications to ensure compliance with the Standards. Detail oriented, perseverant and a friendly team player with a thorough understanding of FISMA NIST RMF framework and can work as an independent Assessor. Well versed in the current state of Information Security, and able to interpret the requirements of relevant governing bodies (ex. FedRAMP, NIST, SAS70, SSAE16/SOC2 Reports) for Assessment and Authorization (A&A) process. **EDUCATION:** • **Bachelors of Science, Science and Technology Development** • **Certified Information system Security Professional (CISSP)** • **COMPTIA Security+** • **ITIL v3 foundation** • **IBM DB2 Developer**

| IT Security Engineering | Minimum of 6 years of experience and a AS or BS degree or related Industry Certifications | Under general direction, uses current information security technology disciplines and practices to ensure the confidentiality, integrity, and availability of corporate information assets in accordance with established standards and procedures. Develops and maintains knowledgebase on changing regulatory, threat, and technology landscapes to continually develop or maintain security policies and standards, and ensure compliance throughout the organization. | **Elizabeth Foster, Cyber security consultant**

• Over 18 years in the information cyber security arena providing support to various commercial and federal government agencies (e.g., FAA, NIH, CMS, DLA, DODEA, FBI, DIA, NRO, US Army, US Marines, Navy, etc.). The support consists of system security engineering tasking, security policy, procedure and documentation development, risk and vulnerability assessment support. Assist with designing, implementing and/or integrating state-of-the-art secure operating environment (e.g., cloud technology, application security requirements, networks of various sizes and complexities etc.). Provide advisory support to federal, commercial and non-profit organizations with identifying, implementing and monitoring system security requirements using various laws, security frameworks and guides (e.g., Federal Information Security Management Act (FISMA), Health Insurance Portability and Accountability Act (HIPAA), DoD Risk Management Framework, Federal Risk and Authorization Management Program, NIST (series), etc.)). Provide system security auditor's support. This includes working with Third Party Assessment Organization (3PAO) and system security teams with evaluating system security controls of federal, commercial and non-profit organizations. Assist cloud service providers with implementing security using Amazon Web Services and Microsoft Azure. Assist with |

			developing various system security documentation (e.g., System Security Plan, policies, procedures, Plan of Action & Milestones, Incident Response Plan, incident response etc.). **EDUCATION:** • **CISSP** • **Network+** • **Cloud Essentials** • **Bachelor's Degree Computer Networking**
Cyber Security Specialist	Minimum of 6 years of experience and a AS or BS degree or related Industry Certifications	Under general supervision, performs all procedures necessary to ensure the safety of cloud information systems assets and to protect systems from intentional or inadvertent access or destruction. Interfaces with user community to understand their security needs and implements procedures to accommodate them. Ensures that user community understands and adheres to necessary procedures to maintain security.	**Manish Gupta, Security Architect** • 20+ years of extensive experience in user, network, and cyber security. Expert in architecting secure IAM solution using different vendors such as, Ping, Oracle, Okta, IBM, Symphony etc. Proven experience in conducting security and vulnerability assessment. Architected identity management solution for a huge financial company to comply with Sarbanes-Oxley Act (SOX). Created numerous security standards and policies for global implementation. Partnered with implementation team to see the successful implementation of policies. Lead architect at my current assignment to provide a comprehensive solution for access management solution using Ping and other supplemental products. **EDUCATION:** • **CISSP** • **AWS Solution Architect** • **ITIL Certified Information Technology**

Help Desk Support Specialist	Minimum of 3 years of experience and a AS or BS degree or related Industry Certifications	Under general direction, provides second-tier support to end-users for PC, server, mainframe applications, and hardware. Handles problems that the first-tier of help desk support is unable to resolve. May interact with network services, software systems engineering, and/or applications development to restore service and/or identify and correct core problem.	**Rohit Khushalani, Senior Help Desk Support Services Specialist** Providing technical support for over 500 customers at the U.S. Consumer Product Safety Commission (CPSC). Responsibilities include: Providing technically qualified and certified help desk personnel to perform all the duties set forth in the performance work statement. Administering and maintaining a pool of government furnished laptop, notebook and other portable peripherals for off-site use (e.g., telework, GFE, etc.). Maintaining detailed records of hardware on loan through the Property Management System. Developing, updating, and maintaining handbook of general instructions for off-site equipment. Maintaining a comprehensive database of known problems and resolutions. Creating SOPs for instructions on operation of systems and processes. Document areas for Process Improvements and provide feedback to the project lead to be incorporated into SOPs. Interacting and coordinating with network services, software systems engineering, and applications. Imaging and installing Virtual Desktop laptops followed by providing user-specific orientation. • **13 years' experience EDUCATION** • **A+ Certified** • **January 2009 to Present** • **ITIL v3** • **January 2012 to Present** • **HDI Desktop Support Technician**

Project Manager	Minimum of 8 years of experience and a BA/BS degree or related Industry Certifications	Responsible for all aspects of the development and implementation of assigned projects and provides a single point of contact for those projects. Takes projects from original concept through final implementation. Interfaces with all areas affected by the project including end users, computer services, and client services. Defines project scope and objectives. Develops detailed work plans, schedules, project estimates, resource plans, and status reports. Conducts project meetings and is responsible for project tracking and analysis.	**Harry Richardson, Senior Project Manager** **EDUCATION / CERTIFICATIONS** • MS in Aeronautical Management, Embry-Riddle Aeronautical University • BS in Information Systems Management, University of Maryland • Secret Security Clearance, March 2011 • PMP Certified - Oct 2005 • CSM Certified Scrum Master- Jan 2017 Over 31 years of experience in IT systems, with 26 years of program management experience supervising large, complex system design, system installation, system testing, system security and security assessment projects. Strengths include managing multiple projects and working the full Software Development Life Cycle (SDLC) project implementation, coordination, client communication, risk management, change management, quality and timeliness of service resource, and budget/financial management (including EVMS). Responsible for managing a $11M portfolio of Department of Veterans Affairs security software development sustainment support projects, using Agile, incremental, waterfall methodologies. Lead and managed all phases of the projects. Leads and directs high-priority projects which often require significant resources (direct reports and multiple subcontractors) and high levels of functional integration.

STAFFING APPROACH

Akiva employs an aggressive recruiting model that is based on the foundation of consistent, ongoing recruiting efforts. There is no "reinventing of the wheel" when we already have an extensive baseline of IT candidates to leverage and match with open roles. Our Recruiting Tracking Database (RTD) serves as the input point for all the resumes received from our recruiting network. Since this serves as a central repository, we can recruit a plethora of candidates to fulfill needed roles of Jefferson Parish. The resumes in RTD are the result of extensive searches in response to our past, existing, and pending requirements. For every new requirement, we conduct ad hoc and automated searches of the database including harvesting from all job board subscriptions (e.g., Monster, Indeed), as well as our network of existing and past employees. We are also able to leverage our subcontractors to obtain the most qualified candidates. All candidate information including pre-screening results and resumes are stored in this repository for future consideration.

Periodically, we contact the candidates to determine their availability and to update their skills and experience profile, as well as when future matches occur during new requirement searches. By maintaining up-to-date data within this system, Akiva reduces the time required to activate candidates as soon as their eligibility for a requirement is identified. Based on the job description published, we will align recruiters who will have a higher level of expertise related to job knowledge, subject matter expertise, employment trends, and recruitment practices by the continuous placement of employees. We align additional recruiters for addressing immediate demands. Employee sourcing begins with a complete understanding of the qualifications, experience, and key skills and abilities of the position. By synergizing our recruitment activities, Jefferson Parish will be provided with additional cost benefits through recruiting efficiencies in these markets.

As an experienced government contractor, our surge staffing approach provides the most efficient organization possible given the diversity, operating hours, complexity, workload, environment, acceptable levels of performance, and requirements for each task order. We operate as an effective, efficient, and integrated team while performing specific support functions aligned to task order areas. Our conflict resolution process has proven effective in ensuring client satisfaction. Our account and program manager is the point of contact for Jefferson Parish regarding any issues that may arise. Initial discussions with the staff and the customer will ensue producing a planned course of remediation. If not successful, and the customer requests the removal of any staff, we will take immediate action to remove and replace the individual, in addition to modifying the training schedule in coordination with the government.

Akiva recognizes the challenges of recruiting IT personnel at competitive rates across broad geographies, often within short timeframes. As such, we developed a comprehensive recruiting program to access the maximum candidate pool, which relies on both internal and external resources. Our proactive recruiting and screening measures provide assurance that potential candidates are thoroughly qualified, available for assignment, and hired in time to satisfy every job order. Akiva is comprised of a broad set of resources to recruit the best candidates for job assignments given all applicable job order requirements. Company internal resources will be used to produce job candidates from the current employee skills and applicant databases, and when

needed, we will utilize outside consulting and human resource firms to assist us in our recruiting efforts. Akiva recruiters will fill positions using concurrent methods to access the largest candidate pool while managing recruiting costs. Our experience indicates that the highest success rate is achieved by using our group of seasoned, in-house recruiters, who have the optimum recruiting tools available and access to outside, high-quality employment sourcing firms.

Akiva firmly believes that employee retention is critical to the long-term success of our projects and our ability to maintain customer satisfaction. To that end, we incorporate activities into our business processes that keep our retention rates high. First and foremost is our commitment to treating and compensating our employees fairly. We provide excellent wages, benefits, and the opportunity to grow professionally. We ensure our employees know what is expected from them every day they are at work. This ultimately results in employee happiness and reduces stress.
Akiva has followed a best practices approach to contingent workforce management to better manage its temporary, consultative, and professional services workforce. This includes implementing technology and communicating expectations on how our service providers, partners, and vendors should work with the technology and operational processes to meet our business objectives. We have a proven staffing contingency plan in place to prevent critical staffing issues that may occur with employee scheduling conflicts, vacations, sick leave, project changes, or leaving the organization. This, in turn, contributes to our high retention rate. We interview, evaluate, and check select references for every candidate that we place. This enables us to provide an enhanced assemblage of resources.

Any reason that may lead to the unavailability of an employee, shall be reported to Jefferson Parish, well in advance. Akiva will arrange for quality and knowledgeable staff with immediate effect, who will substitute for the full-time operator during vacations, sick leave, or other absences. In case the full-time operator is separating from the organization, Akiva will work on onboarding staff with similar skill sets. Akiva has access to a large pool of talent from where we will recruit the best-qualified resource, with training & background checks done in a short period. We assure you that all personnel utilized in the performance of the solicitation will have a clean background check in place and we will share the proof of the clean background check before recommending them to Jefferson Parish. Akiva's Staffing Plan shows our overall approach to accomplishing the work required in this solicitation. Akiva has interviewed many experienced IT candidates and maintains a database of qualified staff to quickly replace core staff as needed. Our Human Resources division has built strategic business alliances and national agreements with world premier trade associations, staffing agencies, and Veteran recruitment organizations. These alliances enhance our ability to recruit highly skilled professionals and provide us access to experienced candidates.

Akiva offers its mature workforce planning services for Jefferson Parish. We will identify workforce risks and do a strategic workforce analysis as part of this process. A comprehensive reporting model shall complement these. The ongoing strategic workforce analysis will enable Jefferson Parish to identify emerging issues as well as issues not previously identified.

PROPOSER QUALIFICATIONS AND EXPERIENCE

Past Performance 1

Customer Name / Agency	Health Resources and Service Administration
Project / Program Name	HRSA Center for Innovation
Role	Prime
Contract / Delivery Order Numbers	75R60221P00016
Other Unique Identifier	OPAE174 C 3574
Acquisition Type	Small Business Set-Aside Competitive Award
Award Date	8/23/2021
Base Period of Performance	9/29/21 – 9/28/22
Options for Period of Performance	None
Product / Services	Training and Consulting in Support of Tableau
NAICS	541990
Base Contract Value	$219,000
Full Contract Value	$219,000
Contract Type(s)	Firm Fixed Price
Our Program Manager	Jonathan Arnold
Customer CO	Mr. Russel Grabill
Customer CS	Deepa Zaveri DZaveri@hrsa.gov 301-443-0782 301-312-3330 – Cell Phone
Customer COR	Girma Alemu | Division of Performance and Quality Management| Office of Planning, Analysis, and Evaluation Health Resources and Services Administration 5600 Fishers Lane 14N142| Rockville, MD 20857 Phone: 301-443-9964 galemu@hrsa.gov
Other References	Mr. Dan Duplantier, former COR.
Issued By	HHS/HRSA/OO/OAMP Office of Acquisition Management and Policy 5600 Fishers Lane, Rm 14W26B Rockville MD 20857

Administered by (Box 16 of form 1449)	HHS/HRSA/OO/OAMP Office of Acquisition Management and Policy 5600 Fishers Lane, Rm 14W26B Rockville MD 20857
Payment Made By (Box 16a of form 1449)	FISCAL U.S. Department of Health and Human Program Support Center 7700 Wisconsin Ave; Suite 9000 BETHESDA MD 20814
Locations	Rockville, Maryland

The Health Resources and Services Administration's (HRSA) programs are critical to a vast number of American people. Prior to the pandemic, HRSA was already a key contributor to public health in the United States - and its mission is only growing. Nearly thirty (30) million people – 1 in 11 – rely on HRSA funded health centers for medical, dental, mental health, and patient support services. HRSA's COVID-19 uninsured program has paid over $1.5 billion dollars in claims – and most claims are paid within thirty working days.

HRSA uses Big Data and big databases to help manage its programs. HRSA has over 35 datasets and imports many other datasets from other U.S. Government agencies. These datasets have complex interdependencies, and some are refreshed daily. In aggregate, HRSA uses petabytes of data to help manage grant allocation and resource and service delivery. Performing trend analysis and correlating datasets requires a visualization tool, such as Tableau. As HRSA is well aware, Tableau's benefits include the capability to connect data sources implemented in disparate tools and the ability to give users of visualizations the power to perform complex ad-hoc analysis. Tableau is a powerful tool for HRSA's management and staff – some of whom require training and support to take full advantage of the tool.

We develop course materials for a twelve-week course that explores several topics in Tableau. The course materials may be developed using Microsoft PowerPoint and Microsoft Word. We teach the course twice during a year. We answer student questions and provide students one-on-one technical assistance in course-related topics. Since concepts related to database systems and Structured Query Language are helpful in using Tableau, we are fluent in these concepts and comfortable teaching them to these same students. The students are savvy in Information Technology, but not experts in databases or database visualization tools. In support of this course, we develop data visualization tools useful in decision-making and deciding and implementing approaches to programs and initiatives. We also use the open-source data scientist assessment checklist to develop an assessment checklist appropriate for HRSA, evaluate HRSA's staff against the assessment checklist, and develop a high-level plan to address gaps between the capabilities of the students and the assessment checklist.

Past Performance 2

Customer Name / Agency	U.S. Department of Agriculture Farm Production and Conservation (FPAC)
Project / Program Name	Support Services for FPAC IT Operations Management and Strategy (PALM)
Role	Prime Contractor
Contract / Delivery Order Numbers	12314422C0078/ GV1658937464B
Base Period of Performance	9/1/2022 – 8/31/2023
Total Period of Performance	9/1/2022 – 8/31/2024
Product / Services	IT Services
NAICS	541512
Base Contract Value	$4,398,773.00
Full Contract Value	$4,398,773.00
Contract Type(s)	Firm Fixed Price
Customer POC	Eric Baer Chief, IT Service and Design Section IT Service Delivery and Operations Branch Information Services Division FPAC Business Center Eric.baer@usda.gov 816-823-1950

We support the FPAC IT Service and Design Section, which provides technical expertise in IT asset, change, release, configuration, and change management in support of operations and maintenance and support transition of legacy systems to cloud-based architectures. Our experience directly relevant to the HRSA IRMS O&M opportunity includes:

Develop and execute change management processes:
  ▪ Manage relationships and coordinate change tasks between different teams in the DevSecOps lifecycle.
  ▪ Leverage the automation capabilities of ServiceNow to streamline workflows.
  ▪ Coordinate the change management activities across the FPAC mission area.
  ▪ Configuration and Continuity Management:
  ▪ Develop and apply ITIL-compliant process to identify configuration items and update the CMDB.
  ▪ Maintain and audit the CMDB.
  ▪ Maintain and update the configuration management plan and processes.
  ▪ Support compliance and certification and accreditation:
  ▪ Work with FPAC Information Assurance Branch to develop Authority to Operate Documentation.
  ▪ Maintain POA&Ms and Risk-based Decision Documentation.

Past Performance 3

Customer Name / Agency	U.S. Federal Aviation Administration (FAA)
Project / Program Name	MMAC
Role	Prime Contractor
Contract / Delivery Order Numbers	6973GH-18-D-00097
Base Period of Performance	8/1/2018 – 7/31/2023
Product / Services	Support services for records center
NAICS	561110, Office Administrative Services
PSC	R669, Support – Administrative, Other
Base Contract Value	$39,178,701.60
Contract Type(s)	IDIQ Task Order Contract. Time and Materials
Customer CO	Nia R Glover Contracting Officer, AAQ-731 Facilities and Aviation Safety Contracting Section Federal Aviation Administration 405-549-1434
Locations	Mike Monroney Aeronautical Center Oklahoma City, OK.
CPARS Available	Yes

The FAA awarded us a multi-year IDIQ to provide services on an Administrative Services Contract that incorporates the needs of many organizations and lines of business via 125 employees working fourteen (14) task orders. This contract supports the Mike Monroney Aeronautical Center (MMAC), an FAA facility located in Oklahoma City, Oklahoma. We provide to the Facilities and Aviation Safety Acquisition Division those specialized administrative, communications, management consulting, professional services, and IT support required by the Airman Certification Branch and the Civil Aviation Registry. Both the Airman Certification Branch and Civil Aviation Registry are essential services that maintain critical information that affects the safety of the flying public. The set of services provided under this contract include:

Administrative Assistance
    Receive telephone calls and serve as division contact for courses.
    Prepare correspondence and training items.
    Review travel vouchers.
    Travel management.
    Create and maintain class files and records.
    Update database.
    Process student registrations and class fees.
    Maintain student data and training records on the Learning Management System.
    Reconcile payments.
    Order materials for training.
    Operate basic office equipment.

Prepare course materials required for courses, seminars, and workshops.
Attend course meetings and revision workshops and report on proceedings.
Prepare final production of training materials.
Inventory incoming training equipment.
Perform asset management.
Maintain student laptops.

Processing incoming correspondence:
Processing electronic and paper correspondence;
Logging and cataloging;
Validating that the incoming correspondence is complete and passes initial screening for errors;
Scanning and verifying the result of optical character recognition;
Assembling work packages;
Augmenting work packages with information available from earlier correspondence; and,
Prioritizing and routing work packages.
Performing case management:
Creating ticklers and reminders;
Assigning action dates;
Tracking the work package until all actions are completed;
Providing technical subject matter expertise to the FAA team;
Handling follow-up and related correspondence and requests for additional information; and,
 Performing close-out of work packages.
Managing records:
Identifying records and determining records schedules;
Entering information about records, including the accession number(s), into the supporting IT systems;
Storing and retrieving records;
Preparing and transmitting records to long-term storage; and,
Performing inventories and reconciliations.
Preparing and providing training:
Authoring manuals, guidelines, work instructions, and manuals;
Providing expert technical assistance for testing, training, and implementation of systems and processes; and,
Proposing changes and improvements to work processes.
Providing performance-related reporting and statistics to key stakeholders at the FAA:
Capturing performance-related data measuring timeliness and quality;
Developing and presenting analytical reports and visualizations to key stakeholders at the FAA; and,
Performing trend analysis, forecasting utilization, and managing capacity.

Past Performance 4

Customer Name / Agency	Western Area Power Administration (WAPA) (Part of the Department of Energy)
Project / Program Name	Oracle Support for WAPA Financial Management
Role	Subcontractor to Epsilon Inc
Contract / Delivery Order Numbers	89503021FWA400413 / 89503021FWA400413-ATI-20220608-SUBK
Acquisition Type	Subcontract
Award Date	4/28/22
Base Period of Performance	4/28/2022 – 4/27/2023
Options for Period of Performance	4/28/2022 – 4/27/2031
Product / Services	Oracle and Java Support
Base Contract Value	$1,900,800
Full Contract Value	$1,900,800
Contract Type(s)	Time and Materials
Our Program Manager	Firmadge Crutchfield
Customer CO	Our Prime Contractor (Epsilon Inc) POC is: Benjamin Whitney | Program Manager Epsilon Inc. on contract to Western Area Power Administration | Lakewood, CO (M) (828)398-5484 | bwhitney@wapa.gov
Issued By	Prime contract issued by: WAPA (SNR) US DOE/WESTERN AREA POWER SIERRA NEVADA CSR 114 PARKSHORE DRIVE FOLSOM CA 95630-4710
Administered by (Box 16 of form 1449)	Prime contract administered by: WAPA (SNR) US DOE/WESTERN AREA POWER SIERRA NEVADA CSR 114 PARKSHORE DRIVE FOLSOM CA 95630-4710
Payment Made By (Box 16a of form 1449)	Prime contract payor information: WESTERN AREA POWER ADMINISTRATION www.IPP.gov
Locations	Remote
CPARS Available	No

We provide domain and technical expertise to WAPA in its development, operations, maintenance, and enhancement in Oracle Financials, including:

- Support operations and maintenance, interface changes, configuration changes, application development, Oracle software development, and enhancements.

- Provide database administration include changes to database and user accounts.

- Support patches to Oracle and other vendor platforms.

- Configure Oracle to comply with Federal and Department guidance and develop software in accordance with best practices and NIST standards. Implement role-based access control to forms and data.

- Resolve help desk tickets, log, and resolve defects in a timely manner.

- Troubleshoot application and database software components.

- Provide application development for new enhancements as per changes in operational and compliance requirements using Oracle SQL and PL/SQL and JAVA tools such JDeveloper (forms and reports), TOAD and Java.

- Support FIMS Interfaces for the inbound and outbound data importing and extracting from FIMS into/out of other external systems such as Concur, Power Billing Interface, Payroll Interface, PRISM, STARS and STRIPES for purchasing information and obligations, and U.S. Banks (via FTP) for receipts.

Past Performance 5

Customer Name / Agency	U.S. Department of Agriculture (USDA)
Project / Program Name	Tier 1 and 2 Mobile and Desktop Support
Role	Prime Contractor
Contract / Delivery Order Numbers	1232SA19P0046 1232SA20C0008
Base Period of Performance	4/15/2019 – 6/15/2020
Options for Period of Performance	6/15/2020 – 6/14/2022
Product / Services	Network and Telecommunications
NAICS	541519, Other Computer Related Services
PSC	D318, IT and Telecom Integrated Hardware/Software
Base Contract Value	$254,912
Full Contract Value	$458,800
Contract Type(s)	Firm Fixed Price
Customer CO	Marian Dyson 5601 Sunnyside Avenue Beltsville, Maryland 20705 (301) 504-1700 Marian.dyson@usda.gov
Customer COR	Ardell Daniel 5601 Sunnyside Avenue Beltsville, Maryland 20705 (202) 868-3294 ardell.daniel@ars.usda.gov
Locations	USDA 5601 Sunnyside Avenue Beltsville, Maryland 20705

We analyze and diagnose customer requirements and issues and manage (in a timely manner) the IT service requests for the Customer Service Desk. We use Remedy to track all tickets and issues. We review, verify, and standardize resolutions to complex IT issues. With respect to IT issues, we track the progress of problem resolution and perform close-out actions.

We perform all aspects of maintaining property accountability records; for example, when equipment is replaced. We coordinate technical aspects and matters relating to the successful utilization of Remedy. We evaluate and provide feedback to management on any problematic trends and patterns in customer support requirements.

We also serve as the Service Desk point of contact for the maintenance and utilization of the Manage Engine and provide IT asset management monitoring for the Agency Headquarters, to include installation, configuration, and maintenance of hardware and software and troubleshooting Personal Computers (PCs) and other mobile devices. We inform customers of problems and instruct them on the proper course of action.

We draft customer support bulletins and develop procedures for review and approval to ensure appropriate responses to future incidents of similar nature. We develop Knowledge Documents for lower-graded technicians, and these Documents are included into the Remedy Knowledge Base. We develop instructions for users based on customer needs. We conduct trend analyses to identify areas where additional customer training and assistance are needed, and we initiate appropriate action to identify and define new training requirements.

We provide visibility and central control of software licenses, manage licenses and compliance, and reduce software overspend by reporting and tracking installed software using the Blanket Purchase Agreement (BPA} portal. We conduct software inventory and report software use by user. We provide software when available to end users and identify savings opportunities for renewals and new software licensing. We review purchase requests for computer hardware and software to ensure compliance and compatibility with existing infrastructure and higher command guidelines and policies. Finally, we maintain purchase and warranty information for computer hardware, repair history, hardware, and software maintenance contracts, and peripheral equipment.

ACCOUNT MANAGER

CHRISTOPHER JOHN CANARELLI

485 Royer Drive
Lancaster, PA 17601

directly: 717.468.7637
e-mail: ccanarelli@gmail.com

■ A retired military officer and senior manager with extensive experience throughout the national security and public sectors. Participant in multiple overseas deployments in support of Operation Enduring Freedom, Operation Iraqi Freedom, Operation Southern Watch, and other operations. Extensive travel throughout Europe, Africa, Middle East, and Southwest Asia. Proficient in the Microsoft Office Suite, including Word, Excel, PowerPoint, and Access.

EMPLOYMENT NARRATIVE

AKIVA TECHNOLOGIES, LLC, Leesburg, VA   03/2017 – Present
President & CEO, Public Sector
■ Employee-owned professional services firm focused on support to the Defense and Civilian Government sectors.
■ Currently providing Enterprise IT services, General Support, and Software Development to the Department of Defense.

FOREIGN RESOURCE DEVELOPMENT ASSOCIATES, LLC, Arlington, VA   11/2015 – 08/2018
Program Manager, Public Sector
■ Previously served as the Program Manager of a Public Sector effort, coordinating the employment of 25 security professionals to various locations throughout the globe.
■ Responsible for the general management, oversight, staffing, employment, contract administration, finance, and performance of a 10M dollar contract. Responsible for 1.5M in growth.

DELOITTE CONSULTING, LLP, Washington, DC   08/2010 – 02/2015
Senior Consultant, Strategy and Operations, Public Sector
■ Served as the Project Manager of an inter-agency program coordinating and integrating with all primary Law Enforcement agencies and Department of Defense entities.
■ Managed contractual administration for the firm, to include contract performance and profit and loss management. Maintained positive control over the account's profitability, aligning contract execution with the firm's revenue objectives.
■ Managed, coordinated, and streamlined the operational performance of an international supply chain network, with an estimated value of 500 million dollars.

UNITED STATES MARINE CORPS (ACTIVE DUTY & RESERVE), Washington, DC   01/2008 – 03/2021
Marine Air-Ground Task Force Officer, Pentagon, Joint Chiefs of Staff
■ Previously served as the Company Executive Officer, leading (65) Marines located in four separate detachments throughout Virginia, Florida, and New York; responsible for training, readiness, recruiting, career management as reserve Marines, and professional development as specialists.
■ Deployed to the AFRICOM AOR as a Force Protection Officer for Special Purpose Marine Air-Ground Task Force (SPMAGTF) Africa 13.3; managed, directed, and provided oversight for functional services within the continent over a seven-month period; focused on Libya, Uganda, Senegal, Seychelles, Ghana, Burundi, and Nigeria. Served as the Lead Planner for the Commandant of the Marine Corps visit to NAS Sigonella, ITA. Conducted an Insider Threat Assessment of the US Embassy, Tripoli, Libya, focused on security support to force protection and physical security.

- Deployed to Afghanistan in support of OPERATION ENDURING FREEDOM; served as the Officer-in-Charge of a Detachment supporting combat operations in Afghanistan; led a team of 7 Marines conducting tactical activities in support of Regional Command Southwest.

THE BOEING COMPANY, Philadelphia, PA   08/2007 – 01/2010
Supply Chain Procurement Agent
- Negotiated complex contracts to ensure terms and conditions were consistent with Prime Contracts. Negotiated delivery and price to validate fair and reasonable pricing in conjunction with the customer's delivery requirements.
- Established performance metrics to monitor cost, quality, delivery, current negotiations, and cost savings. Initiated risk mitigation plans to ensure contract terms were met and followed.
- Created complex, multi-year contracts using procurement systems by following Boeing IDS policies and procedures to ensure adherence to import and export licenses and the procurement process.

UNITED STATES AIR FORCE & PA AIR NATIONAL GUARD, Middletown, PA   12/2000 – 01/2008
Staff Sergeant, Network Systems Administrator
- Responsible for maintaining global enterprise network services, configuring newly built hardware, and Local Area Network account creations. Led junior personnel during the conduct of their assigned duties, to include networking account builds, scheduling, and MOS training. Conducted successful search and recovery operations.

EDUCATION AND MILITARY TRAINING

PENNSYLVANIA STATE UNIVERSITY, University Park, PA   2007
- **Bachelor of Science, Supply Chain, and Information Systems**
- Smeal College of Business Administration

COMMUNITY COLLEGE OF THE AIR FORCE, Maxwell AFB, AL   2006
- **Associates of Arts, Information Systems Technology**

DELOITTE UNIVERSITY, Westlake, TX   2014
- **Certificate, Senior Consultant CORE & CRAFT Training**

SMALL BUSINESS ADMINISTRATION, Philadelphia, PA   2022
- **Certificate, SBA Thrive Emerging Leaders Program**

MILITARY EDUCATION
- Marine Corps Expeditionary Warfare School – Quantico, VA, 2018
- The Basic School - Quantico, VA, 2009
- Marine Officer Candidate School - Quantico, VA, 2009
- Air Force Network Systems Operator Course - Keesler AFB, MS, 2003
- Air Force Basic Military Training - Lackland AFB, TX, 2000

MILITARY AWARDS

- Air Force Good Conduct Medal ■ Global War on Terrorism Expeditionary Medal ■ Global War on Terrorism Service Medal ■ Army Achievement Medal ■ Armed Forces Expeditionary Medal ■ National Defense Service Medal ■ Armed Forces Reserve Medal ■ Selected Marine Corps Reserve Medal ■ Afghanistan Campaign Medal ■ NATO Medal – ISAF Afghanistan ■ Sea Service Deployment Ribbon ■ Navy and Marine Corps Achievement Medal

PROJECT SCHEDULE

Action	Days from Notice to Proceed
Assign Account Manager to Project	PRE-AWARD
Begin recruiting primary and backup candidates	PRE-AWARD
Contract Award	**+0**
Identify Incumbent Employees, if any	+2
Kickoff Meeting	+5
Begin Staffing Vacancies	+10
Begin Onboarding Process	+25
All positions filled and transition complete	30 days after Award

FINANCIAL PROFILE

Detailed Financial Statements Available Upon Request.

Akiva Technologies, LLC

Profit and Loss
January - December 2021

	TOTAL
Income	
4100 Services Revenue	436,271.94
4800 Other Income	39,043.82
Total Income	**$475,315.76**
Cost of Goods Sold	
5015 Direct labor	293,738.02
Total Cost of Goods Sold	**$293,738.02**
GROSS PROFIT	**$181,577.74**
Expenses	
6000 Fringe Benefits	
6015 Non Executive Bonuses	20,342.59
6030 Payroll Taxes - FICA/Med	22,876.59
6035 Payroll Taxes - FUTA	699.96
6040 Payroll Taxes - SUTA	208.00
6060 Insur - Life/ADD/Disability	11,469.30
6065 401K ER Contribution	6,170.36
6085 Workmen's Comp Ins	548.32
6090 VA Unemployment Ins	1,682.68
6100 Recruiting Fee	22,725.00
Total 6000 Fringe Benefits	**86,722.80**
7000 Overhead Labor	808.00
7030 Overhead Travel - Other	62.83
7035 Overhead Bank Service Charge	1,584.44
7045 Overhead Computer Expense	569.22
7050 Overhead Consultant	400.00
7055 Overhead Dues & Subscriptions	2,656.50
7060 Overhead Accounting Fees	7,724.85
7070 Overhead Payroll Fees	441.00
7075 Overhead Taxes, Licenses & Permits	1,201.00
7120 Overhead Freight & delivery	79.32
7130 B&P Consultants	39,050.66
7135 Security Consultants	3,865.43
8005 G&A Bank Charges	36.50
8020 G&A Dues & Subscriptions	3,144.87
8050 G&A Interest Expense	1,519.46
8060 G&A Legal & Professional Fees	1,461.89
8070 G&A Office Expenses	2,354.92
8095 G&A Rent or Lease	23,451.65
8125 G&A Taxes & Licenses	20,650.89
8133 Amortization Expense	2,045.40
8160 G&A Travel - Hotel	204.28
8180 G&A - Donations	355.00

Akiva Technologies, LLC

Profit and Loss
January - December 2021

	TOTAL
8300 HZX Project	
8310 Legal & Professional Fees	4,674.50
8320 Research & Development	20,000.00
Total 8300 HZX Project	**24,674.50**
Total Expenses	**$225,065.41**
NET OPERATING INCOME	**$ -43,487.67**
Other Expenses	
9100 Obsolete Inventory	290,700.20
Total Other Expenses	**$290,700.20**
NET OTHER INCOME	**$ -290,700.20**
NET INCOME	**$ -334,187.87**

Akiva Technologies, LLC

Profit and Loss
January - December 2022

	TOTAL
Income	
4100 Services Revenue	551,686.23
4800 Other Income	135.00
Total Income	**$551,821.23**
Cost of Goods Sold	
5015 Direct labor	362,341.14
Total Cost of Goods Sold	**$362,341.14**
GROSS PROFIT	**$189,480.09**
Expenses	
6000 Fringe Benefits	
6025 Training	545.00
6030 Payroll Taxes - FICA/Med	54,123.41
6045 Insur - Medical	2,381.88
6060 Insur - Life/ADD/Disability	24,320.95
6065 401K ER Contribution	25,576.45
6080 Other Fringe Benefits	707.10
6085 Workmen's Comp Ins	1,012.09
Total 6000 Fringe Benefits	**108,666.88**
7025 Overhead Travel - Parking/Taxi/Tolls	400.00
7030 Overhead Travel - Other	81.66
7035 Overhead Bank Service Charge	1,507.30
7050 Overhead Consultant	1,745.00
7055 Overhead Dues & Subscriptions	2,113.72
7060 Overhead Accounting Fees	13,232.10
7065 Overhead Legal Fees	285.00
7070 Overhead Payroll Fees	1,281.00
7075 Overhead Taxes, Licenses & Permits	1,097.50
7085 Overhead Postage	7.17
7120 Overhead Freight & delivery	645.06
7130 B&P Consultants	37,273.00
7135 Security Consultants	45.00
8005 G&A Bank Charges	333.39
8020 G&A Dues & Subscriptions	2,180.00
8050 G&A Interest Expense	697.50
8060 G&A Legal & Professional Fees	13,974.51
8070 G&A Office Expenses	979.20
8075 G&A Other General and Admin Expenses	8,682.75
8095 G&A Rent or Lease	24,560.58
8125 G&A Taxes & Licenses	7,355.99
8133 Amortization Expense	1,271.77
8160 G&A Travel - Hotel	1,964.94

Akiva Technologies, LLC

Profit and Loss
January - December 2022

	TOTAL
8180 G&A - Donations	621.00
Total Expenses	**$231,002.02**
NET OPERATING INCOME	$ -41,521.93
NET INCOME	$ -41,521.93

Akiva Technologies, LLC

Profit and Loss
January - December 2023

	TOTAL
Income	
4100 Services Revenue	388,198.85
Total Income	**$388,198.85**
Cost of Goods Sold	
5015 Direct labor	281,836.46
Total Cost of Goods Sold	**$281,836.46**
GROSS PROFIT	**$106,362.39**
Expenses	
6000 Fringe Benefits	
6025 Training	350.00
6030 Payroll Taxes - FICA/Med	23,096.49
6045 Insur - Medical	5,188.16
6060 Insur - Life/ADD/Disability	14,695.14
6065 401K ER Contribution	11,328.07
6080 Other Fringe Benefits	450.00
6090 VA Unemployment Ins	1,158.12
Total 6000 Fringe Benefits	**56,265.98**
7025 Overhead Travel - Parking/Taxi/Tolls	1,400.00
7050 Overhead Consultant	1,040.00
7055 Overhead Dues & Subscriptions	1,413.00
7060 Overhead Accounting Fees	5,275.00
7075 Overhead Taxes, Licenses & Permits	1,969.62
7120 Overhead Freight & delivery	261.27
7130 B&P Consultants	4,585.00
7135 Security Consultants	277.50
7140 Education	2,500.00
8005 G&A Bank Charges	125.00
8020 G&A Dues & Subscriptions	2,970.00
8050 G&A Interest Expense	2,539.38
8060 G&A Legal & Professional Fees	13,124.60
8070 G&A Office Expenses	209.79
8075 G&A Other General and Admin Expenses	6,077.91
8080 G&A Payroll Expenses	4,100.00
8095 G&A Rent or Lease	14,619.11
8105 G&A Shipping and delivery expense	27.48
8125 G&A Taxes & Licenses	696.00
8133 Amortization Expense	700.84
8160 G&A Travel - Hotel	4,497.16
8180 G&A - Donations	288.00
Total Expenses	**$124,962.64**
NET OPERATING INCOME	**$ -18,600.25**
NET INCOME	**$ -18,600.25**

EAGLEBANK

July 5, 2022

Akiva Technologies LLC
722 East Market Street, Suite 102
Leesburg, VA 20176

Re: Bank reference

To Whom It May Concern,

This is to confirm that Akiva Technologies LLC has been a valued customer of EagleBank since January 2019. The business maintains operating deposit accounts with the bank as well as an operating line of credit account. All deposit and loan accounts have been handled as agreed since inception.

Both Akiva Technologies LLC and its principal, Mr. Christopher Canarelli, are well known to me and, in my opinion, are of good financial standing and the highest integrity. EagleBank stands ready to assist Akiva Technologies and / or Mr. Canarelli with any current or future financing needs and looks forward to a continued prosperous relationship.

Yours truly,

Mark Ingram
EagleBank
SVP, Small Business Lending Manager
8245 Boone Blvd., Suite 820
Tysons Corner, VA 22182
Office: 571-319-4878
mingram@eaglebankcorp.com

EAGLEBANK

July 5, 2022

Akiva Technologies LLC
722 East Market Street, Suite 102
Leesburg, VA 20176

Re: line of credit verification

To Whom It May Concern,

This letter shall serve as verification that Akiva Technologies LLC currently has access to a $125,000.00
revolving line of credit facility with EagleBank. The line of credit has the potential to be increased
subject to satisfactory underwriting results and additional collateral acceptable to the bank.

Yours truly,

Mark Ingram
SVP, Small Business Lending Manager
8245 Boone Blvd., Suite 820
Tysons Corner, VA 22182
Office: 571-319-4878
Fax: 301-841-9866
mingram@eaglebankcorp.com

TRANSITION PLAN

Phase-In success requires a tremendous amount of planning, commitment, communication and expertise. We know that **experienced staff, proven processes, and tested systems will accelerate our Phase-In work and reduce Phase-In risk**.

PHASE-IN OBJECTIVES

Defining, planning, and scheduling the Phase-In work are all critical steps to prepare for Phase-In, yet key to achieving a successful low-risk Phase-In is having the proper resources available to execute the plan and the dedicated leadership to manage and guide the Phase-In effort. In developing our Phase-In Plan, we have defined the following **Phase-In objectives** that will drive our Phase-In strategy, our Phase-In governance structure, and our Phase-In activities:

- Deliver a low-risk Phase-In solution to Jefferson Parish
- Eliminate disruption to ongoing operations throughout the Phase-In period
- Execute the Phase-In plan on time
- Focus on quality to deliver the performance measures
- Ensure timely decision making to mitigate risk and minimize disruption

To successfully achieve these Phase-In objectives, Akiva will:

- Utilize an established Phase-In approach to monitor and manage the Phase-In effort

- Establish a comprehensive, integrated Phase-In work plan that includes the Phase-In of all resources (people, works-in-process, and Jefferson Parish-provided resources)

- Implement proven processes to effectively manage the Phase-In effort, objectively measure Phase-In progress, and provide timely status reporting to our Account Manager and Jefferson Parish.

- Establish a dedicated team to implement all Phase-In activities within timelines established by contract

- Empower our Phase-In team to take the necessary actions and make the required decisions for a successful Phase-In

The Akiva Account Manager will monitor and manage the Phase-In effort. Additionally, our Program Management Office personnel (including HR and Back Office personnel) will support the team during the Phase-In period.