



## Capability Statement

### Business Summary

BluPrint offers comprehensive human resource and management consulting services to clients in the interests of the public, private and commercial business, hospitality & medical industries, non-profit organizations, government agencies, colleges and universities.

Pending accreditation by the International Association for Continuing Education (IACET) and by the Human Resource Certification Institute (HRCI), our [BluPrint Leadership Institute](#) offers courses in 40-tracks. Our learning tracks include Human Capital Management, Project Management, Diversity, Training & Facilitation, Business Leadership, Communication and Executive Development & Executive Leadership.

### Capabilities

BluPrint has a team of multi-lingual consultants and our target audiences are organizations that wish to increase productivity and reduce overhead costs. Specifically, we specialize in consulting in the following human capital practice areas:

- Workforce and Succession Planning
- Analytics
- Talent Acquisition
- Talent Management
- Training, Development and Coaching
- Performance Management
- Total Compensation
- Policies and Procedures
- Compliance
- Conference & Meeting Planning

### Some of Our Clients

- Washington Adventist University
- Akron Police Department
- GP Strategies Corporation
- Catholic Archdiocese of New York
- USUHS
- WSSC
- U.S. Department of Energy

**Contact:** BluPrint Sales

**Phone:** Tel: 855.895.5105 Ext 1

**Fax:** 800.816.2404

**E-mail:** [info@bluprint-llc.com](mailto:info@bluprint-llc.com)

**Web:** [www.bluprint-llc.com](http://www.bluprint-llc.com)

#### NAICS Codes

**541611:** Administrative Management and General Management Consulting Services

**541612:** Human Resource Consulting Services

**561110:** Office Administrative Services

**561920:** Convention and Trade Show Organizers

**611430:** Professional and Management Development and Training

#### Registrations

**EIN:** 461890052

**CAGE:** 6X7B6 (HQ)

7LL90 (Principal Office)

**Maryland SBR:** SB12-6397

#### Organization Certifications

- **SBA 8(a) Certified**
- **HUBZONE Certified**
- MDOT MBE/DBE: 13-208
- SWaM: 707110
- Woman-Owned Small Business
- (MWAA) LBDE: LD2013-0310-2016
- CB-17

#### Professional Certifications

- Certified Professional in Learning and Performance (CPLP)
- Certified Professional Facilitator (CPF)
- Professional Human Resources (PHR)
- Senior Professional Human Resources (SPHR)
- Human Capital Strategists (HCS)
- Certified Benefits Professionals (CBP)
- Certified Compensation Professionals (CCP)





### Workforce & Succession Planning

Our consultants understand the components to effective workforce planning and the direct alignment with succession planning. We complete full environmental scans, have a thorough view into the current workforce profile, use supply and demand data in the existing labor market, complete in-depth analyses for a sound representation of the future workforce, followed by finalizing risk assessments and risk mitigation. All of these factors assist our consultants advance your organization's workforce planning and succession plans.



### Analytics

People analytics, a data-driven approach to managing people at work, helps organization leaders make people decisions centered on data analysis. Our consultants use statistics and refined analyses to discover people-related issues then use the data points to better analyze key components of your staffing cycle. We deploy diverse analytic methodologies, predict performance for hiring and for optimizing internal mobility, and predict attrition. We apply people analytic principles to improve employee collaboration and discern talent analytics to learn how data may be used in skills assessment and employee development.



### Training, Development & Coaching

Our training and facilitation occur in several formats – on-site, via the web and/or pre-recorded sessions if that best fits your requirements. BluPrint trainers deliver training sessions directly to your staff in a variety of subject matter areas to include harassment, communication, collaboration and more! Our first-rate coaches understand organizational behavior and organization development and many are certified by the International Coaching Federation (ICF) with years of experiences coaching staff, teams and executives.



### Talent Acquisition & Talent Management

We help our client hiring managers with the entire recruiting process (including staff augmentation) from strategic hiring initiatives to writing job announcements to making job offers. For continued growth, organizations that have Talent Management practices and programs in place increase the chances to retain top talent – to be certain that your company can secure the right people at the right price and at the right time, we determine the skills, competencies and experiences needed to run your business over the next few years -- we'll quantify the gap between what you need and what you have – then we help the organization acquire the expertise through staff development.



### Performance Management

Let BluPrint design your performance management system and processes – our subject matter experts have years of practical experiences developing performance evaluation systems (paper-based and electronic) in various industries. We'll ensure that your performance management system is fair, meets the needs of the business and has ease of use.



### Compensation Planning

We want our clients to have a total reward system to help retain their best and brightest workers - how do we do that? Our certified consultants assist in developing compensation strategies, conducting job analyses, job reclassification, drafting job descriptions, comparing current compensation to the external market ensuring equity, developing salary ranges and levels for each job category, participating in market surveys, and designing competitive benefit packages.



### Policies & Procedures

Our teams of subject matter experts are trained in developing policies and procedures and experienced in writing employee manuals, corporate guidelines, procedures and other communication to help manage behaviors and guide employee relation investigations and processes.



### Compliance

BluPrint can help you stay compliant with local, state and federal laws to prevent legal action. We assist our clients prepare for OFCCP and DCAA audits – we'll write your Affirmative Action Plan(s) and ensure that your diversity programs are intact.



### Conference & Meeting Planning

BluPrint lead and direct conferences and meetings to include planning, contract negotiation vendor management, on-line registration & attendee management. We provide on-site staffing, technology, audio visual needs and we assist with budget development & accounting management.