Capabilities Statement:
Statement of Qualifications and Services

Prepared for:

United States Department of Transportation
Federal Transit Agency

In Response to Solicitation # - FTA-08-PMOC

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AcuTech Consulting Group is a global consulting company offering a full range of management and technical consulting, training services, and software products to the public and private sector to identify, evaluate and manage risks in order to continually improve safety, security, health, environmental, and operational performance.

AcuTech’s staff of consultants offers extensive government- and industry-based program management expertise and experience in all aspects of program planning and resource allocation; program monitoring and control; and documentation and reporting.

Specific areas of experience and expertise include organizational analysis, business process reengineering, project management, scheduling and tracking of resources and milestones, standards and process development and implementation, administrative oversight, budget forecasting and development, and preparation and presentation of financial and progress reports for senior management reviews.

AcuTech staff has been responsible for management, oversight, and reporting of cradle-to-grave Program Management Oversight (PMO) activities, including development, implementation, and maintenance of Program and Project level Implementation Plans that define technical approaches, resources, schedules for delivery of services, products, deliverables, and detailed project spending plans. We have prepared Program Management Plans that outline organizational structure and operations, policies, procedures and work instructions, and lines of authority. This includes the in-depth organizational analysis to determine sufficient levels of technical capability and capacity to meet standards and requirements.

Our staff consultants have a wide array of government and industry experience in the development of compliance strategies and assessments, policy and order compliance, regulatory design, review, implementation, oversight, training, procedure development, the writing of specifications, and program / project management review and coordination. We have performed oversight of design, construction, start-up and operation in accordance with accepted engineering and project management practices across various industries.

AcuTech staff has developed, implemented, and managed Performance Metrics to monitor schedule, cost, and reporting execution, quality control, quality assurance, safety, risk management, change order management, training and compliance, and value engineering. We have developed PMO reports, presentations, and training materials on all aspects of program planning, resource allocation, program monitoring, and earned value and cost control.

AcuTech strives to build flexibility and incorporate value engineering principles into all of our design constructability and contract modification services, which allows for a more customized approach that matches our clients' specific needs. Our alternative constructability review approach makes greater use of the synergy achieved through workshops and open collaboration. This has allowed us to focus efforts on those areas that present the greatest opportunity for cost savings or risk reduction.
AcuTech is able to deliver high-quality expertise in a cost-effective and responsive manner. Our highly experienced staff has led numerous projects for industry and government agencies. We have provided services to the Federal Government and corporations, small and large, covering the spectrum of the process industries including:

- Government (federal, state, local agencies)
- Transportation
- Chemical
- Petrochemical
- LNG
- Petroleum Refining
- Oil and Gas Production
- Pipeline
- Ports & Terminals
- Food and Beverage (ammonia refrigeration)
- Water and Wastewater Treatment
- Pulp & Paper
- Paints and Coatings
- Pharmaceutical
- Biotech
- Semiconductor/Aerospace
- Offshore

AcuTech’s comprehensive PMO activities are based upon these underlying principles:

- **Management Involvement** – Top program management and experienced staff will have direct input into all aspects of project development and coordination. Together, these individuals form a team with unmatched exercise planning/execution skills and homeland security experience.

- **Project Planning and Scheduling** – Our work plan and milestones for project engagements will be detailed yet flexible enough to provide the basis for ongoing coordination and progress assessment with the contracting officer. We will adjust our work plan as needed to accommodate unanticipated requirements or evolving client priorities while guiding the Team toward the timely accomplishment of all project objectives.

- **Quality Assurance** – Our quality assurance procedures include the independent review of progress and results on a scheduled basis by Team project managers and technical advisors who are not directly involved in the program. These reviews are designed to challenge our assumptions and planning to ensure our approach is comprehensive and innovative. Our goals include providing quality deliverables on schedule; meeting legal and regulatory compliance; maintaining flexibility and responsiveness to any new needs that may arise; and delivering a high level of customer service.

- **Customer Focus** – We understand that our clients rely on us to meet their goals and milestones. Therefore, we work hard to understand current and future customer needs, to meet customer requirements, and strive to always exceed customer expectations.
In support of the Federal Transit Agency’s (FTA) mission to “ensure that grantees execute authorized projects professionally, efficiently and in accordance with applicable laws and regulations”, AcuTech will provide comprehensive project management organization that assures all projects:

- Comply with all applicable statutes, regulations, and FTA guidance;
- Proceed in accordance with the terms of grant agreements, including the agreed upon scope, budget and schedule;
- Conform with sound engineering and project management practices; and
- Meet the requirements of the approved plans and specifications

Acutech’s proven professionals will help you meet your organization goals and management expectations by implementing a standardized yet flexible PMO process that includes:

- Implementation Plans and Contractor Transitions
- Technical Review of Grantee's Technical Capacity and Capability
- Monitoring of Grantee Project Development and Implementation
  - Timely Management Decisions
  - Delegations of Authority
  - Management of Project Scope
  - Internal Controls
  - Schedule Analysis
  - Cost Estimates and Trends
  - Delivery of a Quality Product
  - Project security/safety
- Final Monitoring Report and Lessons Learned Program
- Spot Reports
- Ancillary Support
- Quality Management System
- Information Technology Support For PMO Contractor Data and Services
- Status Reporting
### Representative List of Companies Served by AcuTech

**LOCAL/CITY GOVERNMENT**  
Central Contra Costa Sanitary District  
City of Chicago, IL  
City of Pittsburg, CA  
City of Sacramento, CA  
East Bay (CA) Municipal Utility Dist.  
City of Knoxville Utilities Board  
Truckee Meadows, CA Water Facility

**FEDERAL GOVERNMENT**  
Lawrence Livermore National Labs  
U.S. Department of Energy  
U.S. Department of Labor (OSHA)  
U.S. Environmental Protection Agency  
U.S. Department of Homeland Security

**TRADE ASSOCIATIONS**  
American Chemistry Council  
American Petroleum Institute  
American Institute of Chemical Engineers Center for Chemical Process Safety  
International Institute of Ammonia Refrigeration (IIAR)  
National Petrochemical & Refiners Assoc.  
Northwest Food Processors Assoc.  
Western States Petroleum Assoc.

**PETROLEUM/ENERGY/PIPELINE**  
AERA Energy  
Alyeska Pipeline Service Company  
Amerada Hess  
Amoco  
Aspropygros Refining  
BHP Hawaii, Inc.  
BP Oil Company  
Caltex  
Chevron  
Colonial Pipeline  
Citgo  
ConocoPhillips  
Ergon/Lion Oil  
ExxonMobil  
FINA Oil & Chemical Co.  
Flint Hills  
Four Corners Pipeline Company  
Gulf Canada Ltd.  
Harken De Columbia  
Hibernia Management & Development Co.  
Home Oil Company  
Japan Vietnam Petroleum  
Kinder Morgan  
Koch Industries  
Kuwait Oil Co.  
Kuwait Petroleum Corporation  
LG-Caltex  
Mapco Petroleum  
Murphy Oil USA Inc.  
National Cooperative Refiner’s Association  
Occidental Petroleum  
ONEx  
PEMEX  
PetroCanada  
Pertamina  
Petroleum Products Corporation  
Petronas  
P.T. Badak  
P.T. Arun  
Schlumberger Oilfield Services  
Sound Energy  
Southern LNG  
Sun Refining & Marketing  
Sunoco Inc.  
Koch Refining  
TransCanada Pipeline  
Ultramar Diamond Shamrock  
Union Texas Petroleum  
Unocal Corporation  
Valero Energy Corporation

**CHEMICALS/MANUFACTURING**  
ASIMI  
Air Products and Chemicals, Inc.  
Akzo Chemicals Inc.  
Agrion  
Amoco Production Company  
Benjamin Moore & Co  
Byk Chemie  
Cabot Super Metals  
ChevronPhillips Chemical  
Clorox  
Dow Chemical USA  
Dye Specialties  
Dynchem, Inc.  
DynoNobel  
Elf Atochem  
ExxonMobil Chemical Company  
FMC  
Ferro  
Firmenich  
Fort James  
General Chemical  
Goodrich  
Huntsman  
ICI Americas  
IMC Agrico  
John Taylor Fertilizers  
Johnson Matthey  
King Industries  
Marcal Paper Mills  
Matheson Tri-Gas Inc.  
Millenium Chemical  
Mobil Chemical Company  
Nexen Chemicals  
Oxyschem  
Owens-Corning  
Quantum Chemical Corporation  
PPG  
Pioneer Chlor-Alkali  
Polaroid  
Rhone-Poulenc-Rohrer Inc.  
Sasol USA (formerly Condea Vista)  
Solvay Solexis (formerly Ausimont)  
Shell Chemical Company  
Stepan Company

**FOOD, BEVERAGE, & FOOD SERVICE**  
Alliant Foodservice, Inc.  
Baskin Robbins  
Campbell’s Food Company  
Carmar Freezers  
Cerestar USA  
Coldwater Seafood Company  
ConAgra Broiler Company  
C & S Wholesale Grocers, Inc.  
Crowley Foods  
Earthgrains  
Gold Bond/Good Humor Ice Cream  
Haagen-Dazs  
Hillshire Farm & Kahn’s  
Hilton Davis Company  
Hudson Foods, Inc.  
Hunts Point Cooperative Market, Inc.  
Hunt-Wesson, Inc.  
Jimmy Dean Foods  
Kellogg’s  
Kemps Foods, Inc.  
Kraft Foods  
Leprino Foods  
Millard Refrigerated Services  
Molson Breweries  
Meyer Packing Company  
Mrs. Smith’s Frozen Foods  
Nestlé  
Pillsbury Company  
River Ranch Fresh Foods  
Sara Lee Bakery  
Saxony Ice Co.  
Signature Breads  
Stouffer Foods  
Tropicana Products Inc.  
Tyson Foods  
U.S. Cold Storage

**PHARMACEUTICALS/BIOTECH**  
Alza  
Bayer  
Genentech  
Gilead Science  
Johnson & Johnson  
Merck & Company, Inc.  
Pfizer Corporation  
Pharmacia & Upjohn  
Purdue Pharma

**SEMICONDUCTOR/ELECTRONICS**  
Candescent Technology  
Excel Corporation  
IBM Corporation