



Bureau of Legislative Research Director's Office  
500 Woodlane Street  
State Capitol Building,  
Room 315  
Little Rock, Arkansas 72201  
[thayerj@blr.arkansas.gov](mailto:thayerj@blr.arkansas.gov)  
(501) 682-1937

Dear Jillian,

Please find our response to **Bid: BLR-170003 , Procurement Process Consulting Services**. We are very excited to be able support your mission. Please find our demographics and company information below, along with our response.

***"We are a customer oriented Company, with Federal Acquisition Experience, Owned and Operated by Veterans. Caring about YOUR MISSION, caring about YOUR PROJECTS, making sure projects stay within COST, on SCHEDULE and within PERFORMANCE, while supporting the Great State of Arkansas.***

Please do not hesitate to let us know if we can further assist you with this or any other quotes.

Sincerely Yours,

VanHung Porter, Chief Executive Officer  
Phone: 501-712-4242 Ext. 700

**CSP MGT, LLC**

FEIN: **46-2577523**

DUNS NO: **078828532** CAGE CODE: **6WMB6**

BUSINES SIZE: SMALL

PRIMARY NAICS: **541611**

Email: [van.porter@cspmgmt.com](mailto:van.porter@cspmgmt.com)

Website: <http://www.cspmgmt.com>

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## 1. CONTRACTOR INFORMATION

COMPANY NAME: **CSP MGT, LLC**  
ADDRESS: **Batesville Blvd. Suite A**  
CITY: **Batesville** STATE: **AR** ZIP: **72501**  
DUNS NO: **078828532** CAGE CODE: **6WMB6**  
FEDERAL TAX ID NUMBER: **46-2577523**  
NAME AND TITLE OF QUOTER: **VanHung Porter, Chief Executive Officer**  
PHONE NUMBER: **501-712-4242 Ext. 700** E-MAIL ADDRESS: **van.porter@cspmgmt.com**  
BUSINESS SIZE STATUS: **SMALL PRIMARY NAICS: 541611**

## 2. OTHER GENERAL INFORMATION (if applicable) - Please indicate the following:

a) Are you quoting from a GSA contract? **NO** (Pending GSA Contract) But giving GSA Pricing

## 3. TECHNICAL RESPONSE:

**A brief professional history, including the number of years of experience in procurement process consulting or related experience and any professional affiliations and trade affiliations.**

CSP MGT, LLC is a Minority Service Disable Small Business with a management staff having over 67 years of procurement experience and skills in both the private and public business environment. CSP MGT, LLC utilizes strategic/technical capabilities to provide business solutions to both the government and their private environment clients, which sets us apart from the competition due to our outstanding personnel. Thusly, our proven and successful Technical Capability is directly attributed to the qualified, reliable employees that have the right skills and the right attitudes that meet/exceed industry as well as our client's requirements. Technically we strive for the highest standards for quality and unmatched services for all our clients which is achieved by communications and coordinating the activities of all our team experts and specialists through each phase of the project(s) we are performing. Our technical capabilities are far-reaching in creative ways, such as through service oriented and individual expertise. In addition to our own staff we add experienced professionals to our team whom have a wide range of disciplines to provide specialized expertise where needed by forming strong strategic alliances with other qualified contractors.

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The summary of our Technical Capability key points encompasses the expertise of our in-house management team and our professional employees. Van Hung Porter is Majority Owner of CSP MGT, LLC and has over 27 years of government procurement and business management experience. Also as part of our successful technical capabilities we have as our Director of Contracts Ray Blevins, he is also a veteran and has over 40 years procurement experience in both the private and public business marketplace. He has performed the duties a Contract Specialist, Small Business Specialist, Director of Business Operations and Contracting Officer for the Federal Government (Resume Attached). CSP MGT, LLC is the financial ability (cash flow) available, which allows us to perform our contracts until we can invoice and receive payment for work successfully completed. Van armed with his working knowledge of the business and procurement industry, a hard-work ethic, and an unwavering can-do-attitude he has been very successful, exceeding his wildest expectations. In addition, he has surrounded himself with qualified and knowledgeable employees, as well as establishing strong strategic alliances with businesses having the same ethics and values of providing the highest standard of customer service for all their clients.

In conjunction with our management and experience listed above, additional key points are; we as a company are well versed in a multitude of contracting techniques; our innovative approach allows us to deliver a service that is anything but standard. This is evident from the diverse types of projects we've completed and is listed in our past performance information we've included in our proposal for this solicitation.

We are focused on creating long term values and long term lasting relationships with not only our employees, but most importantly our clients/customers. Even though we've CSP MGT, LLC is relatively new as a business, our professional management team brings has over 67 years of business and procurement experience and skills to our private and public clients. This is due to our focus on collaborative customer service, successful and timely performance, and competitive pricing. We will deliver the highest quality level attainable on every project we undertake. This is the norm for our company, and is accomplished by our dedication to professionalism in every discipline, and the efforts of our on-site project management/superintendence and overall quality control/inspection procedures.

We authorize our on-site staff to independently solve problems and develop strategies to make each project more efficient and successful. This is accomplished by appointment letters being issued for each project, which outlines the authorities and responsibilities of our on-site management personnel.

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We will provide fully qualified and technically capable employees and managers for every project. This is related to our ability to maintain work, and our in-house training that enables us to locate and hire qualified professional people needed to maintain outstanding past performance and customer satisfaction on the projects we've performed, thusly we're able to provide qualified and technically capable employees and managers for every project.

CSP MGT, LLC has performed for several government agencies, worked with privately owned businesses, spoken for different organizational groups concerning the area of procurement.

A listing of current accounts and the longevity of those accounts.

We currently have on-going business accounts with Best Furniture in Town, Bad Boy Mowers, Shearbilt Enterprises with our constantly participating on various public acquisitions as they arise.

An organizational chart highlighting the names/positions that will be involved in the contract, including the individual who will be primarily responsible for managing the account on a day-to-day basis.

**An outline of the Vendor's or employees' experience in procurement process assessment, research, and reporting.**

Van Porter **Program Manager** experience in procurement as both a business owner and manager of over \$380M Government Acquisition Program.

Ruben Nieves **IT Procurement** experience comes from being a business owner and IT Expert for a government program.

Ray Blevins **Director of Contracting** experience in procurement as a business owner, government contracting officer and as PTAC Program Manager for State of Arkansas through Cooperative Agreement with DLA and ULAR Cooperative Extension.

Brandi Arps **Business Finance Management** experience comes from her work experience in the commercial sector

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Charles **Purchasing** experience in procurement is through being a business owner and head of our marketing and sales department.

Brian Blevins **Production and Quality** experience in procurement is through being a business owner and head of our marketing and sales department. Further experience is with working with Best Buy and Comp USA businesses as working in procurement and as sales manager and trainer for employees of both companies.

**A full explanation of staffing, functions, and methodology to be used in areas of procurement process assessment and account management, identifying specifically the personnel that will be assigned to the account.**

As indicated, our staff functions are performed by areas of expertise and all relate to the development of our business. Being a Minority, Service Disabled Owned Small Business we work with government acquisitions daily. Each member is an expert in their individual department, which each is tied to utilizing the relative procurement regulations. Personnel that will be assigned to this account will be our owner Mr. Van Hung Porter, Mr. Nieves our Director of Operations as primary points of contact in addition to our support staff as required.

**Van Porter** is Defense Acquisition Workforce Improvement Act (DAWIA) Level III Certified Project Manager. He is a Member of the Defense Acquisition Corp and holds an MBA from Harding University. His experience in procurement as both a business owner and program manager of over \$380M Government Acquisition Program. Mr. Porter Leads and provides oversight of delivering a procurement consulting team. Mr. Porter will lead tasks supporting contracts, financial management, risk management, systems engineering, total ownership cost determination, contract coordination, and

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communications. Mr. Porter organizes and leads professional, administrative, and management support service contracting as relates to developing clearly stated and actionable requirements packages. Coordinates with local contracting officers, and ensures opportunities for socio-economic business concerns. Performs all acquisition strategy requirements actions. Mr. Porter Oversees transformation integration, planning and performance, and investment management as applies to the acquisition community.

**Ruben Nieves** experience comes from being a business owner and Department of Defense IT Expert for a government program. Mr. Nieves has a BA Degree from West Virginia. Mr. Nieves Interprets, evaluates, and develops policies and/or influences laws/regulations for: emerging IT acquisition strategies; best practices; IT-related performance measures and quality management; capital planning and investment control; acquisition planning, solicitation, and administration; and information assurance/cybersecurity. Mr. Nieves Interprets, evaluates, and/or develops: basic concepts of software engineering and development activities; enterprise architecture; best practices; IT systems engineering; information assurance/cybersecurity; IT-related technologies; test and evaluation processes; and verification and validation processes. Mr. Nieves will also Interpret, evaluates, and/or develops: IT program management approaches; emerging IT acquisition strategies; best practices; IT-related performance measures and quality management; acquisition planning, solicitation, and administration; information assurance/cybersecurity; test and evaluation processes; verification and validation processes; and fielding and sustaining IT systems.

**Ray Blevins** experience in procurement as a business owner, government contracting officer and as PTAC Program Manager for State of Arkansas through Cooperative Agreement with DLA and ULAR Cooperative Extension. Ray has an MBA from Toro University, and will lead the efforts to Develop and implement strategies to influence government approaches to procurement, Serve as the liaison between nonprofit providers, umbrella organizations, and City agencies to ensure information is consistent and shared effectively Work closely with member agencies to understand and synthesize procurement issues related to indirect rates, the real costs of services, and workforce costs, Establish strong working relationships with partners to ensure collaboration between the sector and the Administration Facilitate information sharing among key partners Provide support and guidance to member organizations, particularly coalitions who are working with State agencies on procurement changes. Analyze policies, procedures, and legislation that impacts the procurement and funding processes at the State. Develop effective approach to communicating relevant and timely procurement policy developments to direct services providers and other key partners. Collect and analyze data from membership to support priorities/goals Represent the organization at coalition meetings, public policy

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briefings, and other public and private forums Organize meetings with key government officials. Serving as a continuous resource to agencies as the State implement procurement systems that impact the sector.

**Brandi Arps** has a BA Degree from Harding University and her Business Finance Management experience will manage development and evaluation of budget and program improvement plans and resolves complex issues, identifies options, and negotiates with internal and external stakeholders for implementation. Advises senior management on fiscal aspects of program management, ensures fiscal integrity, supports integration of acquisition disciplines. Brandi will Manage all aspects of the business financial management process for defense acquisition programs Review, allocate, or manage acquisition resources and programs and Plans and manages the IBR process as program manager's principal earned value advisor. Leads EVMS validation reviews as review director or principal deputy Analyzes and applies EVM data to determine root causes of existing cost and schedule problems, to forecast potential cost and schedule problems, and to forecast final project costs

**Charles Covington** experience in procurement is through being a business owner and head of our marketing and sales department. Charles oversees and trains in purchases, rents, or leases supplies, services and equipment through either simplified acquisition procedures or placement of orders against pre-established contractual instruments to support operational requirements

**Brian Blevins** experience in procurement is through being a business owner and head of our marketing and sales department. Further experience is with working with Best Buy and Comp USA businesses as working in procurement and as sales manager and trainer for employees of both companies. Brian trains, organizes and provides guidance to teams reviewing and evaluating the adequacy of plans, activities and systems to ensure the proper quality characteristics have been integrated into the products and validating/verifying adherence to specified requirements through test and measurement.

Brian also trains, organizes and provides guidance to teams performing quality surveillance/oversight of Defense contractors providing services or supplies (to include Contractor proposal reviews) based on mission and function of each agency and local organization. Trains, organizes and provides guidance to teams performing Industrial Base studies for quality management. Trains, organizes and provides guidance to teams performing Pre and Post award conferences as subject matter experts.

**A detailed description of the plan for assisting the Subcommittee in meeting its goals and objectives, including how the requirements will be met and what assurances of efficiency and**

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**success the proposed approach will provide.**

When awarded the contract, our personnel would require a current procurement program briefing and time to review your current state procurement rules and regulations. Once we are afforded these Items, we should be ready to provide a preliminary overview briefing to the subcommittee and outline further our approach to resolving any issues and enhancing the state procurement program.

**An indication of how soon after the contract award the personnel named would be available and indicate any possible scheduling conflicts that might exist during the period of the contract. Any other limitations on the availability to perform under this RFP or to attend meetings must be fully explained.**

When we receive the contract award, our personnel will be available at that time. All our personnel to be assigned as primary on this contract currently reside in the state of Arkansas, primarily in the Little Rock, Jacksonville, Cabot, Searcy and Batesville areas.

**An indication of the timeframe the Vendor would require to assist the Subcommittee in meeting its goals and objectives.**

When awarded the contract, our personnel would require a current procurement program briefing and time to review your current state procurement rules and regulations. Once we are afforded these Items, we should be ready to provide a preliminary overview briefing to the subcommittee and outline further our approach to resolving any issues and enhancing the state procurement program.

**A detailed, narrative statement listing the three (3) most recent, comparable contracts (including contact information) that the Vendor has performed and the general history and experience of its organization.**

Currently, as a business CSP MGT, LLC has primarily performed work on Federal Government Solicitations and working with Federal Agencies. Currently CSP MGT, LLC has not performed any contracts with similar requirements listed in this solicitation. However, our individual staff members

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utilizing their procurement experience and knowledge, have assisted businesses in using the current state procurement laws, regulations and rules in the proper approach to getting registered as a vendor for the state. This included the interpretation of the distinct categories of the types of businesses and programs they qualified for.

For instance, our Director of Contracts as an individual worked as the Program Manager of the Arkansas PTAC prior to becoming our employee. He assisted numerous businesses in the interpretation of procurements rules and regulations in consulting with them on the proper approach to understanding the requirements of state procurement clauses and provisions.

**At least two (2) samples of the Vendor's work on comparable projects.**

CSP MGT, LLC has a business has not worked on comparable projects. However, our management personnel (Mr. Blevins) have individually worked with reforming government procurement rules and regulations by developing information and changes in method of performance and submitted them to Congressional Committee Personnel for review and further submission to the Federal Acquisition Regulation Council for approval and implementation.

In addition, Mr. Blevins and Mr. Porter have worked and developed a training program on the proper interpretation and utilization of the government clauses for Assignment of Claims and Novation Agreements. This training has been provided at the Small Business Administration's Veteran Conference, to Arvest Bank and Centennial Bank Personnel and Arkansas Small Businesses throughout Arkansas, through the Economic Development Program and Chamber of Commerce's.

**At least three (3) references from entities that have recent (within the last three (3) years) contract experience with the Vendor and are able to attest to the Vendor's work experience and qualifications relevant to this RFP.**

Steve Martin  
Steve Martin Resources Management  
501.593.6908

CSP MGT, LLC assisted American Indian business in getting properly registered for both the state and federal procurement programs. Developed a business plan, provided counseling on interpreting

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procurement rules and regulations and how to properly approach reading and responding to solicitations. Established goals and milestones for the business and owner to meet timely in effort to promote the growth of his business.

Bobby Hooks  
Security for Provision  
501.749.9300

CSP MGT, LLC assisted Minority business in getting properly registered for both the state and federal procurement programs. Developed a business plan, provided counseling on interpreting procurement rules and regulations and how to properly approach reading and responding to solicitations. Established goals and milestones for the business and owner to meet timely in effort to promote the growth of his business.

Scott Blackshear  
Shearbilt Enterprises, Inc  
501.802.4428

Shearbilt Enterprises, Incorporated was provided services in getting his business registered and as a Native American he qualified as a Minority Owned Business. We assisted him in interpreting the procurement rules and regulations that pertained to his type of construction and service work. Assisted in developing their business plan, capability narrative and preparation progress schedule and milestones in effort to always meet goals of the client(s).

**A list of every business for which Vendor has performed, at any time during the past three (3) years, services substantially similar to those sought with this solicitation. Err on the side of inclusion; by submitting an offer, Vendor represents that the list is complete.**

Currently, as a business we have primarily performed work on Federal Government Solicitations and with Federal Agencies. We have not performed any contracts with similar requirements listed in this solicitation.

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Our Director of Contracts as an individual worked with the Arkansas PTAC prior to becoming our employee.

**List of failed projects, suspensions, debarments, and significant litigation.**

There are none to date.

**An outline or other information relating to why the Vendor's experience qualifies in meeting the specifications stated in Section 3 of this RFP.**

CSP MGT, LLC's experience in working with business and government contracts have required that daily we maintain various types of reports i.e., daily logs, progress reports, accident reports (if any occur) and progress schedules and inspection reports. These reports were required daily, weekly or monthly depending on the type of work being performed. These reports were mandatory and failure to provide them or discuss them with the appropriate personnel directly impacted our ability to invoice for our services. We are experienced and skilled in the preparation of reports and attending meetings to discuss and answer any questions about the reports that may arise.

As we perform our contracts it is part of our management staff to adequately respond to client requests or inquiries in writing and supported by the appropriate facts and rationale in a clear manner.

As stated with the procurement experience of our management staff and personnel, we are fully qualified to provide assistance in the developing of procurement legislation and providing a final report as adopted by the Subcommittee. We do not foresee any issues in meeting the submission date of December 1, 2018.

As we begin our performance and understand the legislature role and personnel involved, we will start to gather information from and meet with the interested parties/stakeholders and will be available to attend meetings as they arise and communicate the information we have gathered in developing and performing in the state procurement division.

**The Vendor should demonstrate the work the Vendor has done for clients during the past three (3) years and indicate which individual on its staff was responsible for the work. Referenced work should**

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**provide a clear indication of the types of procurement process consulting services that can be obtained for the Subcommittee.**

Since incorporation, CSP MGT, LLC staff personnel Mr. Porter and Mr. Blevins has provided business and consulting assistance to several businesses. Our personnel have assisted clients in registering their businesses with both the state and federal governments, with developing and writing business plans, how to write proposals, how to interpret solicitations, interpret government clauses and provisions, preparation of progress schedules, developing negotiation strategies, providing government contract training and assisting in developing responses to government inquiries. We have also met face to face with government personnel to discuss small business requirements and set-aside programs.

CSP MGT, LLC has performed on numerous types of government acquisitions such as construction, services and commodities, all having different rules and regulations to adhere to.

Our Past Performance is directly related to our Technical Capabilities because you will only be as good as your management, employees, and associates/subcontractor(s). A key point of our past performance is the collaborative relationship that we develop with our customer(s) through on-going communications and our can-do attitude toward meeting not only the contract specifications, but our willingness to adapt our schedule to the changing requirements of our customer. Our performance effort on every project is to strive for the highest standards for quality and providing unmatched service and this can be seen in our Past Performance information submitted for this solicitation.

**A Vendor shall provide information on any conflict of interest with the objectives and goals of the Subcommittee that could result from other projects in which the Vendor is involved. Failure to disclose any such conflict may be cause for Contract termination or disqualification of the response.**

Currently none of our staff or employee's work with any Arkansas State Agency. We do foresee any conflicts.

**A Vendor or its subcontractor(s) must list all clients that were lost between January 2014 and the present and the reason for the loss. The Subcommittee reserves the right to contact any accounts listed in this section.**

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The only times we have stopped working with are when we've successfully completed our projects with them. No disputes.

**A Vendor must describe any contract disputes involving an amount of thirty-five thousand dollars (\$35,000) or more that the Vendor, or its subcontractor(s), has been involved in within the past two (2) years. Please indicate if the dispute(s) have been successfully resolved.**

CSP MGT, LLC has not been any

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