VIDERITY

STRATEGIC, CREATIVE, TECHNICAL

IT Program & Project Management Services

1. Scope of Our Services

This document describes Viderity's Program & Project Management Services. Viderity provides services related to Program & Project Management, which include:

—Full Lifecycle Project/Program Management

Defining, scoping, launching and managing IT projects and programs through closure. Viderity leverages PMI project portfolio management best practices to ensure stakeholders are defined and properly managed and that the initiative delivers its intended value.

—Business Case Definition & Evaluation

Defining or evaluating the business case for a project or program. Benefits Realization Planning & Assessment: defining an approach to capturing and assessing the realization of benefits from the Business Case, and executing it.

—Project/Program Planning & Mobilization

Planning for the delivery of a project or program, and mobilising the relevant resources to facilitate the smooth commencement of delivery against the plan.

—Governance Model Definition

Defining a model and processes for governing the delivery of a project or program against its agreed parameters.

—Delivery Management

Managing the delivery of projects and program throughout the lifecycle, including resource management, communication management, compliance management, quality management, configuration management, stakeholder management and risk and issue management.

—Project/Program 'Health Check' Diagnostic

Assessing the health of a project or program against its agreed parameters, and proposing remedial steps where relevant.
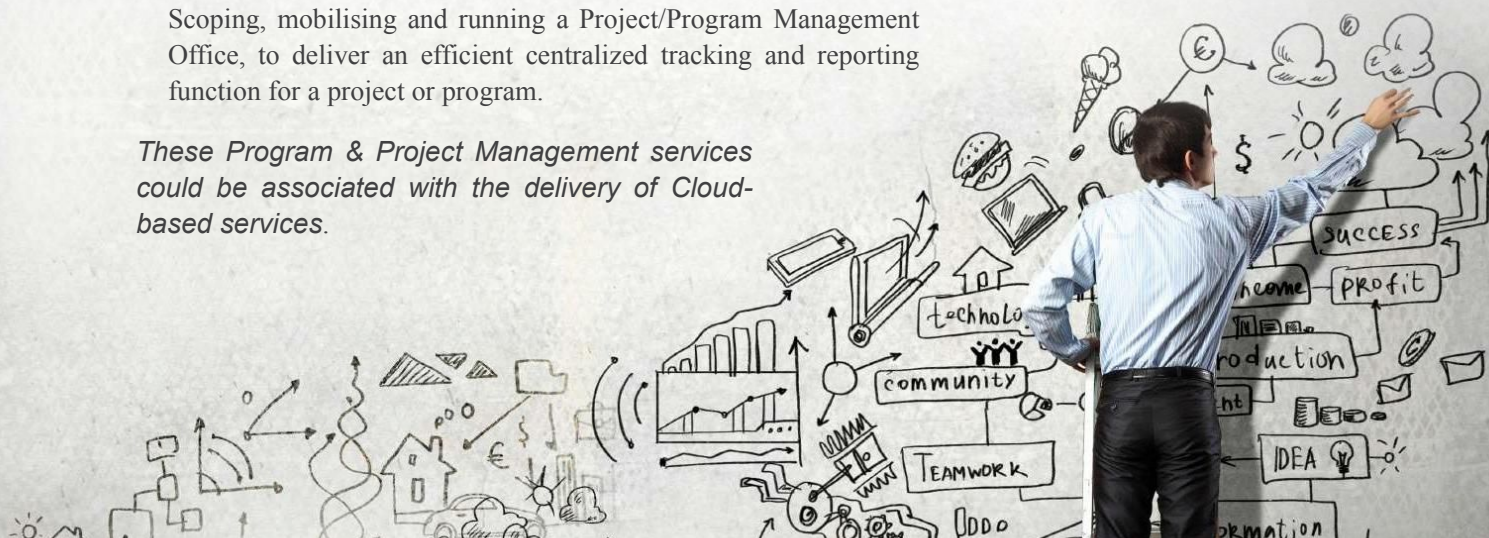
—Project/Program Management Capability Assessment

Undertaking an assessment of the maturity of a project or program management capability against industry standards and best practice, including proposing areas of future focus.

—Project/Program Management Office (PMO)

Scoping, mobilising and running a Project/Program Management Office, to deliver an efficient centralized tracking and reporting function for a project or program.
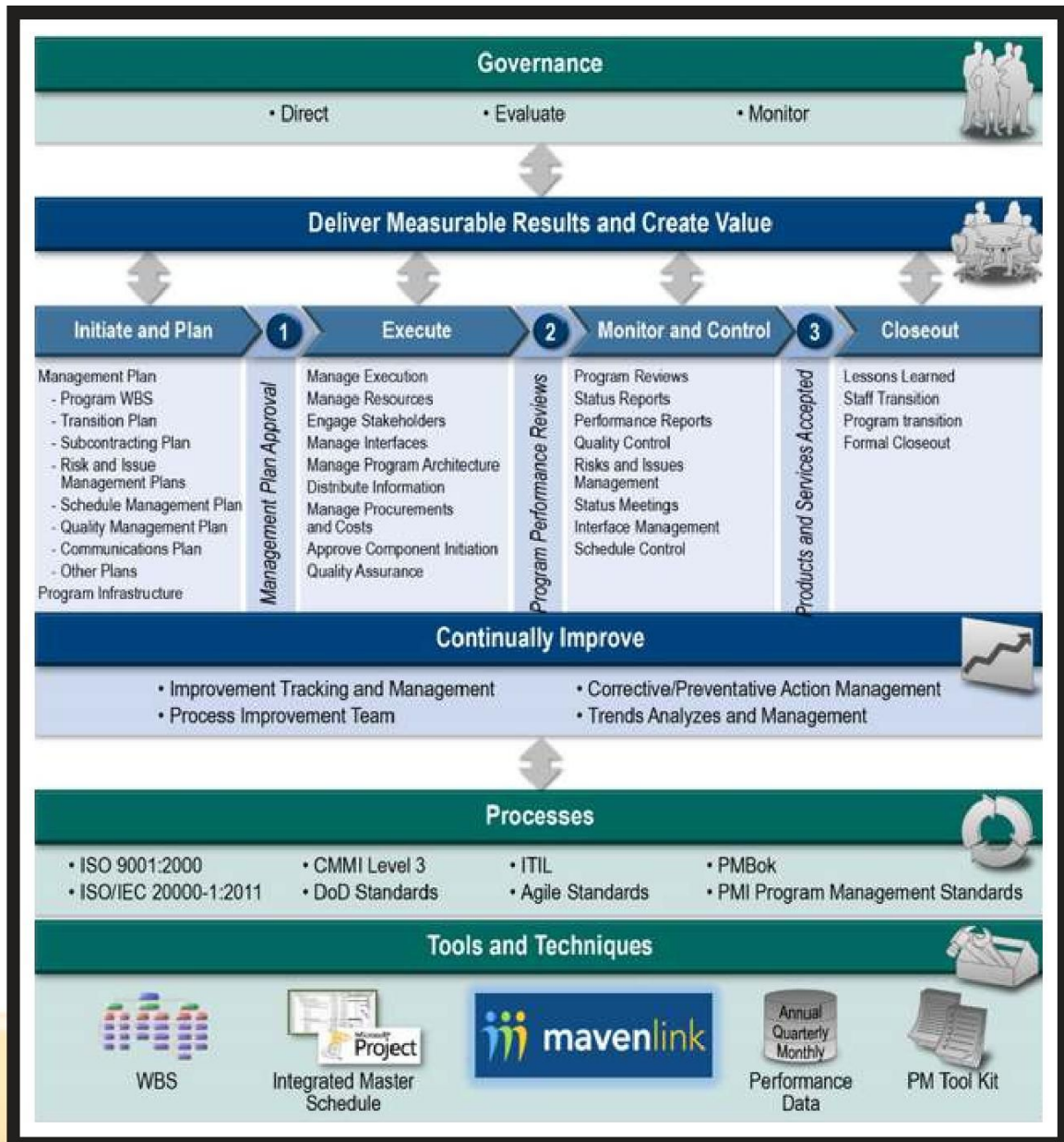
These Program & Project Management services could be associated with the delivery of Cloud-based services.

2. Approach

The Viderity IT Program & Project Management services are based on Viderity's tried and tested methodology for delivering program and project management to our clients.

This includes a series of assets and tools as shown in the diagram below:

3. Assets and Tools

Viderity has a number of Program & Project Management assets and tools for delivery of these services. These include:

—Project/Program Management Quickstart Tool Kit:

This tool kit takes the guess work out of project and program initiation and start-up, reducing the cost of these processes for our customers. Our approach uses proven management tools that are based on industry standards and best practices. We start by gaining an understanding of the initiative's stakeholders and corresponding goals and objectives, and ensure that quality control is built in from the beginning.

—Program/Program Management Tracking & Oversight:

Using Viderity's Program Management System (PMS) we provide project/program transparency at no charge to our customers. Viderity uses Mavenlink, SharePoint, WorkFront, and other tools to manage project portfolios, track project/program status against integrated project schedules, manage risks, manage communications, and to track issues and action items to closure. Each project team member is able to participate in project collaboration and manage their individual tasks.

—Document Management:

Viderity's PMS allows project and program documents to be centrally stored and managed. Integration with Google docs allows project team members to collaborate on docu-ment creation and review.

4. Expected Outcomes

Viderity's Program & Project Management Services will help you to achieve better control of the scope, budget, time and quality of your project or program. Depending on the scope of the services being delivered, typical deliverables may include:

—Work plans
—Program or Project Governance Model
—Risk and Issues
—Program or Project Diagnostic Report
—PMO Processes and Road Maps
—Benefits Realization Strategy and Plan

5. Pricing

Services will be priced according to Viderity GSA Schedule and rate cards. We anticipate that this would be the equivalent of a blended unit price of $140 per hour or $1,120 per day for Viderity IT Program & Project Management Services.

6. Contact

Sarah Peter, Director of Business Development
Email: speter@viderity.com
Phone: 571-247-1785

7. About Viderity

Viderity is a thriving, EDWOSB and HUBZone certified high-technology small business dedicated to providing IT services to federal and state government agencies and to commercial enterprises. We specialize in providing full-life cycle IT development and management services. Our teams of highly qualified, certified professionals who build, maintain , and manage stable, scalable and reliable IT applications and environments.

Viderity also offers strong government industry expertise, applying knowledge learned at each agency to your organization. All services delivered through one-time engagements or through long-term managed services contracts.