

## I. Vendor Information

**Tax ID Number** 20-8903914  
**DUNS Number** 780049503  
**CAGE Code** 1XKF7  
**Address** 530 Malley Drive  
Northglenn, CO 80233-1928  
**Contact** Debbie Westmoreland  
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**Email** michael@gtglobalstaffing.com  
**Website** <http://www.westmorelandgtgsjv.com>  
**Business Classification:** Service Disabled Veteran Owned Small Business  
**NAICS:** 561320  
**Product Service Code (PSC):** R,S

## II. Capability Statement

Westmoreland/GTGS JV is an SDVOB joint venture, formed via partnership of Westmoreland, Inc and GT Global Staffing, Inc.

The combined Westmoreland/GTGS management team has consistent and extensive experience providing the highest quality staffing support to Government agencies since 1994. Our in-house management team collectively represents nearly five decades of staffing industry experience and specializes in successfully delivering administrative, light industrial and professional personnel to Federal, State, and local government agencies. Our successful track record is built upon a combination of diligence, flexibility, and streamlined process, all of which leads to premium support based upon a thorough understanding of our client's needs. Our high-quality service, coupled with competitive rates and our extensive database of qualified personnel, combine to make Westmoreland/GTGS JV the right choice for your staffing needs.

As you will see from the successful past projects listed below, our team specializes in providing the following Temporary Administrative and Professional Services to our Federal customers:

- Professional Personnel
- Administrative and Clerical
- Automated Data Processing
- Data Entry
- Mailroom
- Maintenance Workers , Electricians, Plumbers, Pipefitters, Handymen, Carpenters, and Painters
- Automobile Mechanics, Heavy Equipment Mechanics, Helicopter Mechanics

Having the right person available when you call is a key to our success. Westmoreland/GTGS JV starts the staffing process well before your first request. Our staffing specialists



meet daily to anticipate our clients' needs and work to ensure we have the highest-quality candidates in our database when you call.

Our time-proven recruitment processes have resulted in an industry-leading database of qualified and "ready-to-place" candidates, carefully selected by experience, skill, and background that most closely and precisely matches the requirements of our current and potential clients.

Our team has successfully developed long-term relationships with our Government clients because of our ability to quickly meet your staffing needs. We customize employee handbooks, orientations, pre-assignment testing, assessments, and training—and more—to meet your needs.

Our ability to continuously deliver exceptional customer service results directly from our strong quality control (QC) process. Our commitment to quality continues throughout the staffing assignment and follows well-defined procedures:

**Step 1:** Within 30 minutes of the agreed-upon arrival time, we call to verify that our employee has arrived on time, reported to the right department, and is ready to work.

**Step 2:** Every Friday (or on a day of your choice), with your permission, we ask you to give us an overview of each employee we have placed for you, including his or her attendance, alertness, cooperation, and work quality. We appreciate your candor when making the calls so we may better evaluate our employees and fulfill your company's needs. Of course, please feel free to contact us anytime. Your satisfaction is our utmost consideration and your feedback drives our process of continuous improvement.

**Step 3:** At each assignment's conclusion, a quality control card is sent that asks for an overall rating of our employee. This card becomes a part of the employee's permanent records in our office.

**Step 4:** We annually review all performance cards and our overall quality of service.

Feedback is an essential tool to providing quality services. In the event that an issue arises with an employee we placed, we take immediate action in the form of verbal and/or written warnings, and if necessary, termination and replacement. All incidents are documented and added to the employee's file, thereby allowing us to continuously improve our service when placing that employee again. We guarantee replacement of any assigned temporary employee who does not meet our customer's expectations.

### **III. Past Performance: A Record of Consistent, High Quality Client Satisfaction**

The following past performance examples typify our successful record, high level of services, diversity of skills and talents, and precision that Westmoreland/GTGS JV is committed to delivering to your organization—clerical, administrative, skilled trades, and professional disciplines. These examples illustrate our successful process of anticipating client needs, targeted recruiting, experience in transitioning employees from previous contracts and exceptional customer service.

#### **Past Performance 1—**



#### **Veterans Affairs, Health Administration Center**

**Contract Number:** 741-C70134, 741-C70073, 741-C70091, 741-C70108, 741-C70147, 741-C70138, 741-C70158, 741-C70180, 741-C82001

**Period of Performance:** 04/07-Present

**Contract Value:** \$897,489

**Contact:** Cassandra Dowdell  
3773 Cherry Creek Dr., North, Suite 1020  
Denver, CO 80209  
Phone: 303-398-7139  
Fax: 720-889-2387  
Email: [cassandra.williams3@va.gov](mailto:cassandra.williams3@va.gov)

**Project Description:** The VA HAC agency has needs for a diverse mix of temporary employees. Westmoreland/GTGS JV provides employees to support this agency in the following areas: warehouse, delivery, customer service, medical billing clerks, assistant contracting officers and accounting technicians, on a variety of contracts. This relationship started with a small order of personnel on a single contract, but due to the quality of support provided by Westmoreland/GTGS JV, more contracts were added, steadily increasing the number of personnel supporting the VA HAC. In addition, multiple employees have migrated from contractor to permanent status with the agency.

## Past Performance 2—



### Ohio Army National Guard

**Contract Number:** HHSP3502008000063-1, task order RMRC-07-2432, RMRC-07-2433, RMRC-07-2434, RMRC-07-2850, RMRC-07-3295, RMRC-07-3296, RMRC-08-3420

**Period of Performance:** 09/07-Present

**Contract Value:** \$1,898,101.32

**Contact:** Col Michael McHenry  
2825 West Dublin Granville Rd.  
Columbus, OH 43235  
Phone: 614-336-7117  
Fax: 614-336-7223

**Project Description:** Westmoreland/GTGS JV provides staffing augmentation support in several disciplines to the Ohio Army National Guard. We provide multiple highly skilled electronics technicians, ground support equipment mechanics and heavy equipment mechanics. In addition, we provide a supervisor for our heavy equipment mechanics, and clerical support with production control clerks. The majority of employees on this contract were migrated from a previous employer to our agency, with no losses of employees in the transition. *Westmoreland/GTGS JV is also proud to support the Army National Guards of*

Arizona, Florida, New Jersey, Oregon and Virginia.

Past Performance 3—

**CASU** Rocky Mountain Regional CASU (RMRC)

**Contract Number:** HHSP3502008000063-1, task order RMRC-07-2323  
**Period of Performance:** 10/06-Present  
**Contract Value:** \$302,149.68  
**Contact:** Tammy Miller  
Denver Federal Center, Bldg 41, Rm 147  
Denver, CO 80225  
Phone: 303-236-9692  
Email: [tammy.miller@psc.hhs.gov](mailto:tammy.miller@psc.hhs.gov)

**Project Description:** Flexibility and the ability to anticipate and respond to change are hallmarks of how Westmoreland/GTGS JV does business, as illustrated by our placement of security-cleared mail couriers at the RMRC. The contract requires two mail routes to operate every workday, with the exception of Government holidays. Thus, the process must be seamless and allow for backup support whenever necessary to ensure uninterrupted service. Westmoreland/GTGS JV anticipated every contingency—the positions have qualified and pre-cleared backups ready to fill in, as the mail needs to be delivered each day without exception. Westmoreland/GTGS JV’s emphasis on anticipating backup support can only come from our staff’s years of experience—and successful trust relationships—with its clients.

Past Performance 4—



**Veterans Affairs Medical Center**

**Contract Number:** C84103  
**Period of Performance:** 01/08-07/08  
**Contract Value:** \$114,470.40  
**Contact:** Scott Grimmett  
1000 Locust St.

Reno, NV 89502  
Phone: 775-328-1481  
Email: scott.grimm2@va.gov

**Project Description:** Westmoreland/GTGS JV was awarded a three month contract with the VA Medical Center in Reno, Nevada to supply several file room retirement clerks. The contract was later extended an additional four months, due to the high quality of employees provided and quantity of work required. All employees for this position were recruited locally in Nevada. Despite the temporary nature of the position, and the extension to more than double the original estimated time, the vast majority of employees stayed consistent throughout the contract.

**Past Performance 5—**



**Florida Army National Guard**

**Contract Number:** HHSP3502008000063-1, task order RMRC-07-2940, RMRC-07-2942, RMRC-07-2943

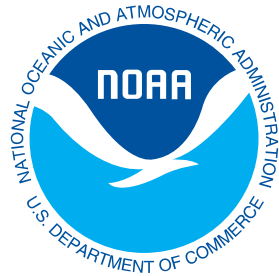
**Period of Performance:** 01/07-Present

**Contract Value:** \$957,811

**Contact:** Major Ted Davis  
Camp Blanding  
5629 ST Rd., 16W  
Starke, FL 32091  
Phone: 904-682-3247  
Email: ted.r.davis@usar.army.mil

**Project Description:** The Florida Army National Guard has a requirement for staffing augmentation support for multiple motor vehicle mechanics, material handlers. Westmoreland also provides a supervisor for these employees through the position of Shop Foreman. This is expected to be a five year contract. The majority of employees on this contract were migrated from a previous employer to our agency, with no losses of employees in the transition. Westmoreland/GTGS JV also instituted a process for approval and support of necessary employee travel.  
*Westmoreland/GTGS JV is also proud to support our the Army National Guards of Arizona, New Jersey, Ohio, Oregon and Virginia.*

**Past Performance 6— National Oceanic & Atmospheric Administration (NOAA)**



**Department of Commerce, National Oceanic & Atmospheric Administration (NOAA),**

**Contract Number:** HHSP3502008000063-1, RMRC-07-2436, RMRC-07-2437, RMRC-08-3832

**Period of Performance:** 10/06-Present

**Contract Value:** \$410,904.88

**Contact:** Hank Kordek  
325 Broadway  
Boulder, CO 80305

**Project Description:** Westmoreland/GTGS JV displays its flexibility in providing staffing support to government agencies with NOAA, as employees are provided to support multiple disciplines and positions. Our employees support NOAA in materials handling, shipping and receiving, woodworking and transportation assistance.