



CAPABILITY STATEMENT



COMPANY INFORMATION

CAGE: 6YDM2
DUNS: 078706481
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GSASCHEDULE

MAS Contract#: 47QRAA19D00CH

Link: <https://tinyurl.com/yaa5mk6f>
POC: Renzie Richardson
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Direct: (404) 819-9549

POC: Brandon Rose, Business Development
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PROFESSIONAL CERTIFICATIONS

- HBDI Certified Practitioner
- PROSCI-ADKAR Certified Practitioner
- WABC/RCC Business Coach
- DDI Certified Facilitator

NAICSCODES

541611 Administrative & General Management Consulting

611430 Professional & Management Development

611710 Educational Support Services

561410 Writing & Editing Services

541990 All other professional, scientific, or technical services

541612 Human Resources Consulting Services

541312 Executive Search

DIFFERENTIATORS

- We have trained more than **5800** leaders
- We have served more than **150** clients
- We are fixers – We solve cultural and performance problems

MISSION STATEMENT

BHFL GROUP PROVIDES AN INTEGRATIVE APPROACH TO HELP ORGANIZATIONS IMPROVE THEIR PERFORMANCE COMPANY THROUGH OUR TRAINING, COACHING, AND MANAGEMENT CONSULTING SERVICES. WE WILL TAKE YOUR PERFORMANCE TO THE NEXT LEVEL.

SELECTED PAST PERFORMANCE

FEMA, Houston, TX, and Miami, FL

Tier-II Subcontractor for two FEMA Disaster Recovery contracts engaged in providing contract support services in HR, administrative support services to recruit for drivers and debris cleanup, and project management. BHFL Group recruited more than 50 trucking and debris removal companies, including veterans, woman-owned, and minority-owned small businesses. Administrative support included tracking loads, hauled, tickets, payouts, and weekly reports.

Centers for Disease Control, Atlanta, GA

Subcontractor and Senior Project Specialist for the CDC Work@Health Initiative. Managed and issued task orders to assign trainers and coaches to provide blended training sessions, provide technical support, and conduct telephonic surveys to collect program data and monitor wellness plan design to be awarded funds to implement worksite health and wellness programmatic requirements. Responsible for collecting subcontractor invoices and reconciling to disburse payments.

Washington Headquarters Services, Washington, DC

Subcontractor & OD Project Consultant/Trainer engaged in leading a change management initiative, providing agency-wide training and executive coaching to roll out a new performance management system and metrics to improve agency program evaluation ratings.

Veterans Administration Hospital, Cheyenne, WI

Subcontractor & OD Project Consultant/Trainer engaged in leading a change management initiative to rollout patient electronic health records; provided curriculum design, training, and support to nursing practitioner compliance training.



Prime Contractor: Renzie L. Richardson

Past Performance & References

1.1 Contract # 1

Project Title: OFCCP Compliance Audit	
Gov't Agency/Organization: Accounting Integration Systems	
Contract or Project Number: N/A	Contract Type TO/IDIQ/BPA: N/A
Current Status: Closed	Key Personnel: Consultant
Dollar Value Estimate: \$40,000.00	Contract Date: 8/1 – 12/20/2019
Period of Performance: 4 Months	Place of Performance: San Antonio, TX
Brief Description of Contract Work Scope and Responsibilities: Engaged to investigate a federal contractor's OFCCP VEVRAA employee complaint and audit hiring, pay, and labor practices. Conducted desk audit, led internal investigations, and interfaced with DOL investigative team. During initial consultations, observations and interviews determined that the internal policies and practices did not represent the organization's branding strategies. Employees were disgruntled and intimidated to speak up in fear of reprisal. The leadership team was apprised of the investigative process's scope and expectations. Post investigation, the employee handbook was updated, and two OFCCP plans (VEVRAA & AAP) were written to meet DOL compliance requirements.	
Problem Areas: <ul style="list-style-type: none">• Hiring practices of veterans violated DOL/OFFCP regulations• Pay practices were subjective and sometimes punitive• HR policies and procedures were not documented and provided to employees• Leadership	
Desired Future State: <ul style="list-style-type: none">• Improve employee engagement and morale• Comply with OFFCP Contractor Requirements• Decrease employee turnover and company reputation	
Goals Accomplished: <ul style="list-style-type: none">• We implemented HR practices, written communication, and posters according to DOL/OFFCP guidelines.• We created a quarterly calendar to update target data to update annual VEVRAA/AA plans.• Conducted 1:1 coaching sessions with CEO and COO to review roles and responsibilities• Recommended the ADP HRIS tools to collect and maintain data to update annual plans.• OFFCP accepted recommendations and ruled in favor of the federal contractor.	
Completion of Project: <ul style="list-style-type: none">• The customer was satisfied with the outcome and results	

1.2 Contract # 2

Project Title: HR/OD Consulting Services	
Gov't Agency/Organization: Southpoint Consulting, Inc.	
Contract or Project Number: N/A	Contract Type TO/IDIQ/BPA: N/A
Current Status: Closed	Key Personnel: Consultant
Dollar Value Estimate: \$15,000	Contract Date: 4/2019 – 6/2020
Period of Performance: 2019-2020	Place of Performance: Remote/Virtual
Brief Description of Contract Work Scope and Responsibilities: Provide HR consulting, coaching, and training services. BHFL Group was engaged in supporting this federal contractor to comply with federal and state laws, employee relations, recruiting, onboarding and terminations. Updated employee handbook and conducted onsite training for the managers, executive staff, and employees. We recruited and hired top-tier IT/Salesforce talent to support the GSA contract.	
Problem Areas: <ul style="list-style-type: none">• HR Compliance• Documentation & Recordkeeping• Absenteeism	
Desired Future State <ul style="list-style-type: none">• Improve employee retention• Improve contract performance by recruiting top tier talent• Standardize HR policies and practices for onsite and remote employees	
Goals Accomplished: <ul style="list-style-type: none">• We partnered with leadership update and rollout revised employee handbook and HR practices.• Coached and advised CEO on making tough decisions• Provided employee relations and terminations to mitigate risk exposure. Demonstrated strategies on how to reinforce policies and practices to set expectations while recognizing performance.	
Completion of Project: <ul style="list-style-type: none">• The customer was satisfied with the outcome and results	

1.3 Contract # 2

Project Title: HR/OD Consulting Services	
Gov't Agency/Organization: UniverSoul Circus	
Contract or Project Number: N/A	Contract Type TO/IDIQ/BPA: N/A
Current Status: Active (As Needed Basis)	Key Personnel: Prime
Dollar Value Estimate: \$65,000	Contract Date: 2018 - 2020
Period of Performance: 2018 - Present	Place of Performance: Onsite/Remote
<p>Brief Description of Contract Work Scope and Responsibilities: Engaged to provide HR consulting, coaching, and training services, assist the current HR consultant to provide more leadership and influence to drive policy, cultural changes, and address resistance to new policies. Further observations and interviews provided insight into how effective the leadership team executed decisions and strategies to stabilize operations.</p>	
<p>Problem Areas:</p> <ul style="list-style-type: none"> • High Turnover • Ineffective HR Consultant • HR practices and policies outdated with federal guidelines • Operations "blackout" dates caused a lot of friction among all employees • Communication strategies were ineffective 	
<p>Desired Future State</p> <ul style="list-style-type: none"> • Improve company culture • Improve employee retention • Address resistance to new PTO policies to increase adoption of a new plan • Standardize HR policies and practices for onsite and traveling employees 	
<p>Goals Accomplished:</p> <ul style="list-style-type: none"> • We partnered with leadership update and rollout revised employee handbook and HR practices. • Successfully hired a new HR Director to take the helm and improve HR operations and relations. • Coached and advised CEO on making tough decisions • Provided employee relations and terminations to mitigate risk exposure. Demonstrated strategies on how to reinforce policies and practices to set expectations while recognizing performance. 	
<p>Completion of Project:</p> <ul style="list-style-type: none"> • The customer was satisfied with the outcome and results 	