



CIVILITY MANAGEMENT SOLUTIONS

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President and CEO, Laurie Sayles

SBA 8(a) | WOSB | EDWOSB | VA verified SDVOSB

My Story ... Who Am I



- Always an **entrepreneur**, established Civility Management Solutions in 2012
- Served 10 years in the United States Marine Corps (**USMC**) in Maintenance Management / Logistics
- Over **27 years'** experience within corporate, non-profit, and public service (as a contractor) managing and overseeing business operations and programs
- Managed upwards of 120 staff nationally, and oversaw 10 Federal Government contracts amounting up to **\$11.5 million**
- Last contract – **NASA Headquarters**, Managed the Mentor Protégé Program
- WOSB Certification (**not eligible**) – began working CivilityMS at kitchen table
- Women Impacting Public Policy (WIPP) Member
- Officer on **VET-Force Committee**, which advocates for Veterans Owned Small Business working in Federal Government

Why NASA and How



- The NASA agency is **Contractor Friendly**
- Office of Small Business Programs is **looking** for Small Business
- Establish **relationships**
- Maintain **relationships**
- Nurture the **relationships** ... forever
- Willing** to start small

Current Work



Civility Management Solutions (CivilityMS) provides subject matter experts in the areas of Program, Project, Grants, and Financial Management, Administrative, Human Capital and Conference/Logistics. CivilityMS is an SBA certified 8(a), Woman Owned, Economically Disadvantaged Woman Owned Small Business, VA verified Service Disabled Veteran Owned Small and certified with Maryland MDOT.

We have three verticals: **Civilian, DoD, and Simplified Acquisitions**



CivilityMS's primary objective is to create and enhance the quality and productivity for our Clients and Staff!!

NAICS Codes



NAICS CODE	TITLE	SBA SIZE STANDARD
561110	Office Administrative Services	\$7MM
541611	Administrative & General Management Consulting Services	\$14MM
561920	Convention and Event Planning	\$11MM
561611	Investigation Services	\$12.5MM
611430	Professional and Management Development Training	\$7MM

Past Performance



Program Management
Leadership Training



Internal Auditing
Accounting
Grants Management



Human Capital Training



Investigations-Sexual Misconduct
Preliminary Investigations



Acquisitions Support
Trade Show Exhibit Management
Lodging



Executive Coaching
Program Management-



Executive Administrative
Support



Program Management
Finance Reconciliation

Success Attributes



- Obtained SBA Service Corps Of Retired Executives (SCORE) **Mentor**
- Attend Procurement Technical Assistance Center (**PTAC**) Trainings
- Networking, Networking and **more** Networking
- Don't rush into SBA **8(a)** Business Development program
- Obtain Business **Mentors**

Lessons Learned



- Attending events and trainings are **NOT** a waste of time ... you are getting noticed
- Start **small** and respond to Simplified Acquisition Procedures
- It paid off to **WAIT** SBA 8(a) Business Development program
- Having **mentors** is extremely beneficial, to include personally
- Increase your **FAITH**

Questions

Discussions