



## Capability Statement

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IngenuitE, Inc.  
7701 S. Western, Suite 204  
Oklahoma City, OK 73139-2410  
<http://www.ingenuite.com>

# Company Overview

## Identification

IngenuitE, Inc.  
7701 S. Western, Suite 204  
Oklahoma City, OK 73139-2410  
DUNS#: 114421808  
Woman Owned  
Oracle Partner

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Web: <http://www.ingenuite.com>  
SBA 8(a) Certified  
CCR registered

## Management Team

President  
Vice President

J. Isabel Chancellor  
Gary Chancellor

## Legal Form of Business

IngenuitE, Inc. is privately held and is a Subchapter S corporation, incorporated in the state of Oklahoma.

## Company Background

IngenuitE is a woman and minority-owned firm founded in 2002 which provides consulting solutions for Oracle E-Business Suite as well as computer maintenance and accounting services. Areas of expertise include project management, custom development, planning and managing technical architecture and redesigning business processes. We specialize in providing technical services to the Federal Government.

Our mission is to build a company dedicated to producing, servicing and supporting quality information systems and to supporting the financial and operational requirements of our customers to deliver best value solutions.

We have the experience and expertise to provide technical solutions as well as training and instruction in Information Technology. With a solid background in database technology, telecommunications, computer networking, systems evaluation, integration and testing methodology, we offer full turnkey solutions to our clientele as well as staff augmentation on a project basis.

## **Key Personnel**

### **J. Isabel Chancellor**

President

[isabel.chancellor@ingenuite.com](mailto:isabel.chancellor@ingenuite.com)

Isabel Chancellor holds a BBA in Finance and an MBA as well as a Master of Science in Management Information Systems. She provides leadership in the form of strategic planning, contract management, human resources management and financials management. She is also directs all marketing and business development efforts.

### **Gary Chancellor**

Vice President

[gary.chancellor@ingenuite.com](mailto:gary.chancellor@ingenuite.com)

Gary Chancellor holds a BBA in Management Information Systems and has over 20 years' experience working with Oracle products. He has a solid reputation with his highly technical skills, especially in the area of financial applications and data warehousing as well as extensive experience in systems architecture.

### **Tammie Brannon**

Technical Director

[tammie.brannon@ingenuite.com](mailto:tammie.brannon@ingenuite.com)

Tammie Brannon, BAAS Management and Computer Information Systems, PMP certified, has over 24 years' experience in the management, development and deployment of large systems running on a variety of platforms. Her focus is on the program/project management, technical requirements definition, design, and implementation of Oracle Applications.

## **Services**

### Primary SIC / NAIC Codes

7373, 7379	541512	Computer systems integration design consulting services
7371	541511	Software analysis and design services, custom computer

### Secondary SIC / NAIC Codes

7378	811212	Computer and office machine repair and maintenance
8721	541211	Offices of Certified Public Accountants
8721	541219	Other Accounting Services

## Areas of Qualification

### E-Business Services

Oracle Financials Implementation – Federal & Public	Applications Performance Management	Database Performance Management
Hardware Performance Management	Enterprise Resource Planning	Oracle E-Business Suite Version Upgrades
Data Warehouse Development/ Implementation	Vendor Management	Business Intelligence
Extensions & Database design	Change Management	Standards Based Development
Project management	System Uptime Best Practices	Staff Augmentation
Configuration Management	Mentoring	Training
Helpdesk Support	Financials Setup and Configuration	Accounting Solutions Support

### Process Expertise

Process Design	Business Development	Proposal Development
Quality management	Life Cycle Systems Management	Business Process Reengineering
Outsourcing	Strategic Planning	Relationship Management
Financial Management	Financial Reporting	Federal OMB Reporting

### Computer Maintenance

Mainframe Maintenance	PC Maintenance	
Government utilized interfacing systems	Systems testing	Software testing

## Technology Experience

Area	Specific Skills / Description
<b>Oracle ERP</b> Federal, State, and Local	R12, R11i(11.5.10), 11 and 10.7 General Ledger, Accounts Payable, Accounts Receivables, PO, INV, Fixed Assets, AOL, Contracts and System Administration, OM, Projects Accounting
<b>Case Tools</b>	Designer 2000 v2.1, 6.0, 6i, ERWIN 3.x
<b>Oracle Tools</b>	Developer, Forms, Reports, Discoverer, 9i AS, Warehouse Builder, SQL Loader,
<b>Operating Systems</b>	DOS, WINDOWS, NT, UNIX, LINUX
<b>Government Systems</b>	ECS, SCSS, ADS, CSD, EES
<b>Programming Languages</b>	BASIC, SQL, PL/SQL, HTML, JavaScript,
<b>Databases</b>	Oracle 7.0/7.1/7.3, 8.0, 8i, 9i
<b>Other Tools</b>	TOAD, Java, Oracle JDeveloper, Crystal Reports

## Technology Staff Capabilities

**Systems Engineering:** Engineering support for the planning design, development, testing, integration, installation, operation, and maintenance of computers and computer systems, and applications and Local Area Network (LAN) environments. We shall provide technical staffing to support system engineering, software integration engineering, computer hardware engineering, and information/data engineering. Reviews of documentation on engineering issues, technical opinions on current and/or proposed engineering efforts, operational planning for engineering and review of engineering policy, practices, and processes.

**Software Engineer:** Computer Systems and Network Applications Development and Support. This task involves requirements analysis, planning, overseeing, development, design and code changes, and maintenance of new computer applications and conversion of legacy systems to migration or standard applications. This task also includes support to convert and test software to run on new hardware platforms, coordination of change implementation through appropriate approvals, user notifications, preparation of documentation, and conducting acceptance testing of new and migration applications. Also covers support services to operate a customer support function to include, but not limited to, a help-desk facility; dial-up access to provide information, tools, techniques and procedures to assist application users at all levels; automated support for management of the customer service function; problem reporting and resolution of customer problems; and support to new and existing customer information and support centers.

**Information Technology Trainer:** May include general orientation up to and including in-depth IT, engineering, and communications training. This type and degree of training shall depend on the category of personnel to be trained (e.g., executives, software engineers, programmers, etc) and on particular training objectives, which will be identified in individual task orders. The Contractor shall research and prepare training plans, develop training curricula and materials, and conduct training sessions at customer sites, contractor locations or combination thereof. Personnel shall by request provide recommendations, develop, and execute training approaches to include, distance training, centralized, regional, on-site, train-the-trainer, and train-the-end-user. Training materials may also include audio, video, and computer based.

**Project Manager:** Shall serve as the Contract Manager, and shall be the authorized point of contact with contracting officer, the Contracting Officer's Representative and the Task Monitor. Interfaces with key management personnel, managers, and agency representatives. Responsible for formulating and enforcing work standards, assigning contractor schedules, review in work

quality, communicating policies, purposes, and shall not serve in any other capacity under this contract. Experience is required in project development from inception to deployment, with a demonstrated ability to provide guidance and direction in the tasks similar to the sample tasks provided in the statement of work. Proven expertise in the management and control of funds and resources to include but not limited to all financial management and administrative activities, such as budgeting, manpower, and resource planning and financial reporting. May perform complex evaluations of existing procedures, processes, techniques, models, and/or systems related to management problems or contractual issues, which would require a report and recommend solutions. Prepare charts, tables, graphs, and diagrams to assist in analyzing problems. Provides daily supervision and direction to team.

***Project Leader:*** Proven management skills and technical expertise in the subject matter of the task order. A proven track record of leading technical and training projects that involve the successful management of team composed of IT professionals and students that have expertise in analysis, design, integration, testing, documenting, converting, extending, and implementing automated information and communication systems. Directs all financial management and administrative activities, such as budgeting, manpower, resource planning, and financial reporting. Perform complex evaluations of existing procedure, techniques, models, and/or systems related to management problems or contractual issues that require a report and recommended solutions. Develops work breakdown structures, prepare charts, tables, graphs, and diagrams to assist in analyzing problems. Provides daily supervision and direction to staff.

***Senior Computer Scientist:*** Performs assignments in the general areas of computer hardware and software such as, analysis of computer systems, protocols, computer operations, programming, database structuring and management, and evaluation of computer test plans and procedures. Translates user requirements into hardware, software, and communications requirements and solutions. Prepares milestone status reports and delivers/presentations on the system concept to colleagues, subordinates, and end user representatives.

***Senior Software Engineer:*** Provides technical and administrative direction for personnel performing software development tasks, including the review of work products for correctness, adherence to the design concept and to user standards, and for progress in accordance with schedules. Coordinates with the Project Manager to ensure problem solution and user satisfaction. Prepares milestone status reports and deliveries/presentations on the system concept to colleagues, subordinates, and end user representatives.

***Senior Training Specialists:*** Conducts the research necessary to develop and revise training courses. Develops and revises these courses and prepares appropriate training catalogs. Prepares instructor materials (course outline, background material, and training aids). Prepares student materials (course

manuals, workbooks, handouts, completion certificates, and course critique forms). Trains personnel by conducting formal classroom courses, workshops, and seminars.

**Senior Systems Programmer:** Provides technical and administrative direction for personnel performing system software programmer tasks, including the review of work products for correctness, adherence to the standardized operational environment design concepts, operational guidelines, and standard procedures; and for progress in accordance with schedules. Coordinates with Project or Program Manager to ensure problem resolution and user satisfaction. Applies software, hardware, and interface standards information technology skills in the analysis, specification, development and integration. Makes recommendations, if needed, for approval of major systems installations. Provides daily supervision and direction to support staff.

**Senior Applications Programmer:** Manages the design of software tools and subsystems to support reuse and domain analysis. Directs Application Engineer and Applications Programmer to interpret software requirements and design specifications to code, and integrate and test software components.

**Network Engineer:** Duties: Analyzes and develops computer software possessing a wide range of capabilities, including numerous engineering, business, and records management functions. Develops plans for Automated Data Processing (ADP) systems for project inception to conclusion. Analyzes the problem and the information to be processed. Defines the problem, and develops system requirements and program specifications, from which programmers prepare detailed flow charts, programs, and tests. Coordinates closely with programmers to ensure proper implementation of program and system specifications. Develops, in conjunction with functional users, system alternative solutions.

**System Administrator:** Supervises and manages the daily activities of configuration and operation of business systems which may be mainframe, mini, or client/server based. Optimizes system operation and resource utilization, and performs system capacity analysis and planning. Provides assistance to users in accessing and using business systems.

**Applications Programmer:** Analyzes functional business applications and design specifications for functional activities. Develops block diagrams and logic flow charts. Translates detail design into computer software. Tests, debugs, and refines the computer software to produce the required product. Prepares required documentation, including both program-level and user-level documentation. Enhances software to reduce operating time or improve efficiency. Provides technical direction to programmers to ensure program deadlines are met.

**Systems Accountant Consultant:** Provides systems accounting functional analysis, functional system design, financial statement reporting support and accounting Help Desk support.

**Database Management Specialist:** Provides highly technical expertise in the use of DBMS. Evaluates and recommends available DBMS products to support validated user requirements. Defines file organization, indexing methods, and security procedures for specific user applications.

**Information Specialist:** Applies, as appropriate, activity and data modeling, transaction flow analysis, internal control and risk analysis, and performance measurement techniques. Assists in establishing project standards for information systems procedures. Develops and applies project information models for use in designing and building an integrated project. Constructs sound, logical, and cost saving business improvement opportunities consistent project guidelines. Prepares status reports and deliveries/presentations on the project to sponsor, team members, and other.

**Communications Specialist:** Analyzes network characteristics (e.g., traffic, connect time, transmission speeds, packet sizes, and throughout) and recommends procurement, removals, and modifications to network components. Designs and optimizes network topologies and site configurations. Plans installations, transitions, and cut over of network components and capabilities. Coordinates requirements with users and suppliers.

**Web Programmer:** Provides technical guidance to the Program Manager and team members on the implementation and maintenance of project web site. Translates detailed web site design into code. Programs, test, debugs, and updates web site as require. Must be proficient in HTML and Java. Prepares requires documentation, including both program and user documentation.

**Administrative Support:** Assists in the preparation of management plans and reports. Coordinates schedules to facilitate completion of proposals, contract deliverables, task order review, briefing/presentations, and IPR preparation. Performs analysis, development, and review of program administrative operating procedures.

**Electronics Technician:** Provide mainframe and PC maintenance, as well as configure interfacing subsystems to support various testing events. Provide equipment malfunction reporting and tracking, refurbish equipment, perform modifications to training devices and maintain accounting systems for equipment and tool tracking.

**Financial Systems Analyst:** Provide financial systems analytical support. Research system issues, accounting issues, user functionality issues and second tier helpdesk response to users and managers. Provide testing and

documentation support for changes, upgrades, patches and new system functionality.

***Financial Systems Solution Architect:*** Provide financial system solutions design including financial statements, Office of Management and Budget (OMB) reports, month-end and year-end adjusting entry automation, financial accountability reports and overall system configuration and accounting processes.