

CAPABILITY STATEMENT

M.G. TECH-WRITING, L.L.C.
Written language with an agenda

PROMPT - PROFESSIONAL - COMPETITIVE

SERVICES

We deliver affordable, high-quality proposal and technical writing; multi-modal transportation program development/technical assistance; and RFP/RFQ/RFI proposal writing workshops for government agencies, engineering, architecture, design, planning and construction firms.

- ◆ Proposal Writing and Technical Writing
- ◆ Grant Writing and Grant Administration
- ◆ Grant Editing and Grant Research
- ◆ Multi-modal Transportation Program Development, Transportation Planning and Grant Preparation
- ◆ Technical assistance in developing influential and effective partnerships, collaborations and funder relationships
- ◆ Uniquely-customized proposal development and grant preparation/administration workshops

In business since 1993, **M.G. Tech-Writing, L.L.C. (MGT)** is a multi-faceted proposal, grant, and technical writing services firm with an 83% success record of winning contracts via proposal submission. Further, of 11 ADOT task assignment proposal submissions between 2010 and 2013, **MGT** won 11 contracts, for a 100% ADOT contract solicitation record.

Proposal writing is a time-consuming--but critical--task for business growth and client acquisition. **MGT** saves you time by helping you draft or edit your proposals for new projects. A highly experienced proposal development firm, **MGT** accepts projects from across the United States and works closely with you to create appropriate and innovative funding and contract pursuit solutions to the transportation, infrastructure, and resource development challenges you may be facing.

NAICS CODES	
54	541910
541611	561410
541614	561499
541820	611430

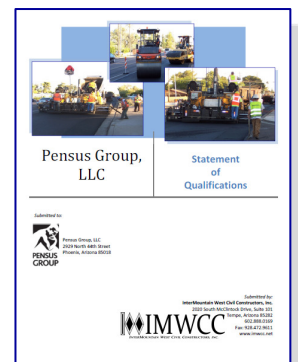
MGT, LLC CORPORATE PROFILE

Locations	P.O. Box 2220 Cottonwood, Arizona 86326-2220 9521 West Baden Street Tolleson, Arizona 85353 9550 Warner Avenue, #250-04 Fountain Valley, California 92708
Contact	Michia Casebier, President
Phone/Fax	928.369.8241 / 928.649.9607
Email	mgtecwtg@gmail.com
Certifications/ Memberships	<ul style="list-style-type: none"> ◆ Arizona Disadvantaged Business Enterprise (DBE) Certification since August 2009 ◆ California DBE Certification since December 2011 ◆ Alaska DBE Certification since July 2014 ◆ Other: <ul style="list-style-type: none"> ○ Certified Professional Grant Writer ○ Certified Safe Routes to School National Course Instructor (2007) ○ Certified League Cycling Instructor #3685 - League of American Bicyclists (2012)
DUNS Number	040812518

COMPREHENSIVE RFP/RFQ/RFI PROPOSAL WRITING SERVICES AND WORKSHOPS

The **MGT** team studies the RFP/RFQ/RFI solicitation to develop competitive response strategies; then, identify/clarify opportunities, requirements, and the most competitive proposal concept. **MGT's** approach is to assist you with proposal development from start to finish. Thus, all aspects of the proposal creation and bid development process (e.g., data, organization credential, and information gathering; document layout, writing, editing, labor hour estimates, etc.) are established with start/end dates that are tracked to ensure the deadline is met.

MGT's additional services include solicitation source review; maintenance of upcoming proposal lists/calendars, and proposal writing workshop training.





CAPABILITIES

➤ RFP/RFQ/RFI Proposal Writing	➤ Program/Project Design & Management	➤ Partnership/Collaboration Development
➤ Document Preparation	➤ Grant Writing & Grant Implementation Assistance	➤ Technical Writing
➤ Site & Infrastructure Assessments	➤ Curriculum Development & Training	➤ Condition Surveys
➤ School Travel Plan and Bike-Pedestrian Plan Development	➤ Public Relations/Public Involvement	➤ Transportation Planning Consulting Services

PARTIAL CLIENT LIST

ADOT	Alliance for Construction Excellence	Alaska Trails	Apache County
Arizona State University	California SRTS Technical Assistance Resource Center	City of Cottonwood	City of Sedona
Colorado River Indian Tribe	ETD, Inc.	Fort Apache Agency (BIA)	Gila River Indian Community
Hopi Tribe	InterMountain West Civil Constructors, Incorporated	John F. Kennedy Day School	Kaibab Band of Paiute Indians
Kayenta Unified School District, #27	Montezuma-Cortez School District RE-1 (Colorado)	NeighborWorks America (District of Columbia)	NCE
Northern Arizona University	N.Z. Legacy, LLC	Pascua Yaqui Tribe	PedNet Coalition (Missouri)
Prescott Valley Food Bank	Salt River Pima-Maricopa Indian Community	Sedona Charter School	Snowflake White Mountain Power, LLC
Story Circle Network	Talent Advisory Group, LLC	The Nurses Office	Tohono O'odham Nation
Town of Eagar	Town of Camp Verde	Town of Pinetop-Lakeside	Verde Valley Cyclists Coalition
Vocational Building Skills, Incorporated	Western Moulding Company, Incorporated	White Mountain Apache Tribe	Yavapai-Apache Nation

REFERENCES

Names and phone numbers available upon request

