CAPABILITY STATEMENT

Administrative • Scheduling • Logistics • Program Support

STRUCTURE FOR COMPLEX WORK.

ACCOUNTABILITY FOR EVERY MILESTONE.

WHO WE ARE

SML Enterprises LLC supports government agencies, commercial organizations, and prime contractors with integrated project scheduling, administrative management, logistics coordination, and operational support. We bring order to demanding work through clear timelines, disciplined reporting, and proactive stakeholder coordination.

WHAT WE DELIVER

01 INTEGRATED SCHEDULING

Master schedules, milestones, dependencies, critical paths, and progress tracking.

02 ADMINISTRATIVE SUPPORT

Executive coordination, meeting actions, records, and documentation management.

03 LOGISTICS COORDINATION

Operational planning, resource alignment, vendor communications, and tracking.

04 REPORTING & ANALYTICS

Dashboards, performance visibility, decision support, and stakeholder updates.

BUILT FOR MISSION DELIVERY

QUALIFICATIONS / CONTRACTING READINESS

OUR ADVANTAGE

CEO-LED ENGAGEMENT

Responsive communication and direct leadership accountability.

SCHEDULING EXPERIENCE

Integrated master schedules and Agile/hybrid program coordination.

FLEXIBLE SUPPORT

Remote engagements, recurring assistance, and subcontracting.

RELEVANT LEADERSHIP CAPABILITIES

Government-related scheduling support, milestone management, technical workstream coordination, Power BI performance dashboards, and project reporting for leadership decision-making.

CONTRACTING IDENTIFIERS

NAICS

541611 Management Consulting

541614 Logistics Consulting

561110 Office Administrative Services

561210 Facilities Support Services

PSC

R408 Program Support

R499 Professional Support

R706 Logistics Support

R707 Data/Analysis Support

R603 Administrative Support

SBA-CERTIFIED WOSB | SBA-CERTIFIED EDWOSB

Small Business • Woman-Owned • Minority-Owned

LET'S PARTNER

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