



### Mission

Exceed client expectations with customized consulting services focused on collaborative models for strategic planning, executive coaching, team development, organization assessment, meeting facilitation and training.

### Vision

Earn client long-term trust with meaningful relationships and value-added service

### Values

Collaboration, Customization, Integrity, Service, Results

## About Lynne Carbone & Associates, Inc. (LCA)

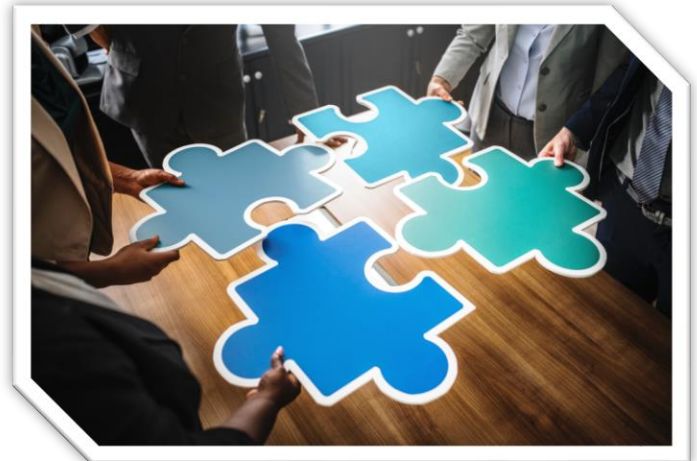
Lynne Carbone & Associates, Inc. (LCA) is a Woman-Owned Small Business (WOSB) based in Bethesda, Maryland, and a NOAA partner since 1993. LCA delivers dynamic and engaging organization and management consulting services, specializing in strategic and execution planning, executive coaching, change management, team/leadership development, meeting facilitation and customized training.

LCA has a proven track record within every Line Office of NOAA, delivering engaging collaborative processes for strategic planning, team effectiveness and conference facilitation for NOAA, Line Offices, Regions, Centers, and Program levels. LCA also provides individualized executive coaching services to AAs, DAAs, and other senior NOAA leaders. The firm is recognized across NOAA for its deep experience and understanding of the agency’s missions which supports providing advice and consultation on improved program performance, integration and alignment of NOAA’s missions.

## NOAA ProTech-Enterprise Services Blanket Purchase Agreement (BPA)

LCA holds a single-award BPA to a Woman-Owned Small Business for facilitation, consultation, and training support services under the ProTech-Enterprise Services Domain which is available to all NOAA Line Offices.

NOAA Contracting Offices, Field Delegates, and Government Purchase Card Holders are eligible to place orders at any time. All NOAA purchases under this BPA reflect a 5% discount across all of LCA’s GSA labor rates and include a 1% prompt payment discount under 15 days.



## Contract Information

**NOAA BPA Contract Number:** 1305M419ANCNL0007

**NOAA BPA Requisition Number:** NCNL0000-19-01271

**GSA PSS Contract Number:** 47QRAA19D007T

**NOAA Contacting Officer:** Darrin Meyer • Darrin.Meyer@NOAA.Gov • 301-628-1434

**NOAA Contacting Officer’s Representative:** Amber Behrns • Amber.Behrns@NOAA.Gov • 301-943-9628

**NOAA Primary Technical Point of Contact:** Sherri Watkins • Sherri.Watkins@NOAA.Gov • 240-533-9669

**LCA Program Manager:** Lynne Carbone • LCarbone@LynneCarbone.Com • 301-986-0033

**LCA Deputy Program Manager:** David Bidwell • DBidwell@LynneCarbone.Com • 301-986-0033

## Strategic Planning & Change Mgmt.

### Strategic & Implementation Planning

- Strategic planning
- Implementation planning
- Stakeholder & employee engagement
- Input collection (online surveys, one-on-one, small groups)
- Vision setting
- Metrics development
- Strategy development & issue mgmt.
- Plan mgmt. system design
- Ongoing plan tracking & mgmt.
- Communications and plan rollout

### Change Management

- Organization change & change mgmt.
- Organizational assessment & redesign
- Operational & process efficiency
- Culture change
- Customer & partner alignment
- Workforce satisfaction & performance
- Leadership engagement
- Outcome definition
- Time, resource, and people mgmt.
- Continuous communications

## Coaching & Training

### Leadership & Team Development

- Executive coaching & leadership development
- Executive advisory services
- Organization development
- Teambuilding
- Leadership transition
- 360° assessments

### Customized Training & Workshops

- Accountability
- Being effective in a state of change
- Conflict mgmt.
- Effective communications
- Effective meetings & processes
- Emotional intelligence
- Innovation
- Leading teams
- Lifecycle support
- Matrix mgmt.
- Mentoring & coaching skills
- Myers-Briggs Type Indicator
- Soft skills for technical & scientific backgrounds
- Strategic leadership series
- Succession planning
- Workplace diversity & inclusion

## Facilitation Services

### Conference/Meeting Design & Facilitation

- Customized workshop & conference design (agenda & process)
- Stakeholder engagement
- Employee engagement
- Facilitation of any meeting size
- Conference logistics & support
- Real-time analysis & results documentation
- Consensus-based decision-making
- Talking points & presentation support
- Small & large group engagement techniques
- Results-driven
- Meeting materials production
- Post-meeting reports
- In-person or virtual

### Conflict Resolution

- Conflict mediation & resolution
- Dispute resolution & negotiation
- Problem solving & collaboration skill development
- Building trust & understanding
- Tangible action plans
- Role definition & alignment
- Sensitive issue mgmt.
- Customized coaching & training

## Business Consulting

### Program Mgmt. & Business Support

- Program & project mgmt.
- Acquisition/procurement mgmt.
- Business process improvement
- Business & mgmt. consulting
- Cost & schedule mgmt.
- Earned value mgmt.
- Data & risk analysis
- Program analysis & assessment
- Budget planning & analysis
- Financial mgmt.
- Human capital mgmt.
- Travel mgmt.
- Administrative support
- Labor mgmt. legal expertise

### Strategic Communications

- Strategic communications
- Social media mgmt.
- Public relations/marketing
- Outreach & education materials

## Subject Matter Expert Consulting

### Science & Environmental Support

- Science strategy & planning
- Environmental planning, assessments & compliance
- Field work, surveys, data collection & analysis, & database mgmt.
- Field data collection design, development & deployment
- Numerical hydrodynamic modeling
- Engineering
- Underwater acoustic data collection & analysis
- GIS & geospatial web mapping & analysis
- Unmanned systems operations

### Technical Support

- Socioeconomic & statistical analyses
- Policy analysis & development
- Technical writing, editing & liaison
- Interface for government, people & communities
- Engineering services
- Vessel & aircraft coordination
- Coastal land & hydrographic surveying
- Remote sensing analysis & information extraction
- Large & complex data base management & applications

### Enterprise IT

- Cloud services
- Enterprise architecture & network mgmt.
- Document mgmt.
- Graphic/web design
- Enterprise system engineering & administration
- User experience analysis
- Configuration mgmt.

### Software Engineering

- Web & application development
- Independent verification & validation
- Testing & automation support
- Release mgmt.
- Agile lifecycle mgmt.
- Systems & software engineering
- UI/UX design
- Testing & test automation
- Digital transformation

### Cyber Security

- Security architecture/engineering
- Governance, risk & compliance
- Security assessment & auditing