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DOE Protégé - NREL

MP PROGRAM NAICS CODES

541611
 541613
 541820
 561410
 541490
 541430
 541990
 541511
 561320
 335313

PRIMARY CONTACT

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WEB/SOCIAL MEDIA

CircuitMedia.com
 /CircuitMediaLLC
 @CircuitMedia



CAPABILITIES OVERVIEW

General Management Services for DOE, including Staffing, Communications and Creative

Circuit Media is a SBA-certified EDWOSB, WOSB business with decades of experience supporting a wide variety of federal and state government contracts. Circuit Media specializes in recruiting and retaining highly skilled staff and uses its collaborative and client-centered approach to ensure all contracts are met with the highest level of customer service. Whether we are staffing a project, providing multimedia design or communications support, we work hard to serve as a true business partner to our clients. Circuit Media is a DOE Protégé through NREL.

Visit our DOE-specific web page for details, <https://circuitmedia.com/doe-protege/>

CORPORATE INFORMATION

- Private Corporation – founded in 2002
- Rebecca Askew, Esq., CEO
- Number of Employees – 65 nationwide
- DBE, SBE, M/WBE, SWaM
- ISBEE – Indian Small Business Economic Enterprise
- EDWOSB – Economically Disadvantaged Woman-Owned Small Business
- WOSB – Woman-Owned Small Business
- Offices in Denver and Washington, D.C.
- Q-Level Top Secret Facility Clearance
- Proven staffing partner - high retention rate
- Department of Labor HIREVets Platinum Awardee - 4 years in a row
- Colorado Top 100 Woman-Owned Company - 8 years in a row
- Small Business of the Year - Denver Business Journal
- SBA 8(a) Graduate of the Year for Colorado and Region 8

CORE COMPETENCIES

- Staffing**
We staff nationwide effectively and efficiently to provide best value
- Social Media & Content**
We manage social media channels to engage the public and promote your brand
- Communications Management**
We manage the flow of information to ensure the right information, recipient, and timing
- Project Coordination Support**
From inception to completion, we manage your project and your mission for success
- General Management Consulting**
We provide tailored solutions to optimize processes, enhance performance, and drive strategic growth for organizations
- Strategy & Messaging**
We help you decide what to say, when and how to say it to meet your vision
- Design & Visual Communications**
We create graphics, animations, videos, and other visuals to engage your audience
- Plain Language**
We create deliverables that are easily understood by your audience
- Event Planning**
We analyze goals, create strategy, manage site selection, registration, staffing, facilitation, and day-of-show
- Accessibility**
We create, test, and remediate all outreach materials to ensure they are accessible to all

U.S. Department of Energy, Sandia National Laboratories

Visual Communications Services

Event planning and management, internal/external communications, web design, technical writing, accessibility, videography, graphic design, animation, photography

contact: Meagan Brace, mbrace@sandia.gov

U.S. Department of Energy, National Renewable Energy Laboratory

Visual Communications Services

Visual communications, marketing, communications, videography, writing/editing, podcast services

contact: Mollie Putzig, mollie.putzig@nrel.gov

U.S. Department of Energy, Western Area Power Administration

Control Panel Support

Project management, quality control / quality assurance, electrical engineering, relay panels/control and protection switchboards, substation batteries and class breakers, sourcing for commodity materials

contact: Knut Aakhus, P.E., aakhus@wapa.gov

U.S. Department of the Navy

Marketing Video Production Services

Creative development, full-service video production & editing, motion graphic design, project management

contact: Tom Webster, thomas.m.webster12.civ@mail.mil

U.S. Department of the Interior, Bureau of Land Management

Communications Support Services

Writing/editing, website redesign, graphic design, marketing campaigns, 508 compliance, translation for agency-wide BPA

contact: Lauren Gapinski, lgapinski@blm.gov

U.S. Department of Defense, Colorado Army National Guard

Marketing Support Services - Staffing

Social media, marketing strategy and materials, graphic design, website maintenance, event planning and management, public affairs

contact: Suzanne Buemi, Suzanne.m.buemi.civ@mail.mil

U.S. Department of the Interior, Bureau of Land Management

Staffing for National and State Offices

Personnel and project management - technical and subject matter experts, including acquisitions, help desk, IT support, creative services, administrative

contact: Melissa Hutchison, mhutchison@blm.gov

United States Coast Guard

Technical Writing and Editing Services

Staffing of subject matter experts, research and writing, editing technical documents, reports, manuals, promotion materials, and presentation materials, meeting and event facilitation, training

contact: LCDR Kathryn Pink, Kathryn.C.Pink@uscg.mil

For more information on our capabilities, please visit circuitmedia.com

