



*“Your Healthcare, Research Support, and Staffing Experts”*

**Grace Federal Solutions (GRACE)**

Grace is a privately owned, SBA-Certified Woman Owned, SDB Certified Small Business headquartered in Raleigh, NC. Grace delivers a full range of professional healthcare services, administrative/clerical services, research support services, data abstraction, training, and information technology. Grace specializes in providing quality staff to support our Federal, State and local government as well as the private and commercial sectors. *Grace takes pride in our ability to recruit quality staff and our exceptional project management while delivering these solutions on schedule at the best value to our clients.*

Grace has a team of former Commissioned military officers in “key” advisory roles, as well as large business partners with the same ethical and performance driven philosophies that will contribute to Grace providing services that exceed expectations at a competitive price. Our management team has over 15 years of experience providing outstanding service to various federal agencies including the Department of Defense, Federal Bureau of Prisons, United States Department of Agriculture (USDA) and the Department of Health and Human Services. *Grace staff provides responsive technically sound and competitively priced support to our clients/customers.*

**Grace Core Capabilities**

Grace has proven recruiting and retention methodologies. We value employees as strategic assets and our collective values encompass many components such as high standards of excellence, fairness, growth opportunities, integrity, and teamwork. When selecting staff, Grace maintains a consistent process that defines specific educational, credentials and experience requirements.

- ★ **Healthcare Staffing-** Grace will ensure we staff the most qualified medical professionals at the best value. Our corporate staff conducts all the recruiting, credentialing, and management of medical personnel. Staff includes physicians, nurses, occupational therapist, nurse case managers, and other allied health personnel. We staff at multiple medical facilities for various Government departments throughout the CONUS and Hawaii.
- ★ **Administrative Staffing-** Grace can serve you with your admin staffing needs. We ensure we are providing you with the best employees for the best value. This includes positions such as medical coders, medical clerks, general clerks, administrative assistants, patient accounts personnel, data entry clerks.
- ★ **Research Support Staffing-** Grace will provide you with exceptional research support staff. Our research personnel may include dieticians, lab technicians, medical research personnel, and scientific personnel.

**Primary Point of Contact:**

Ms. Iris Phillips, President  
205 Fayetteville Street  
Ste 220  
Raleigh, NC 27601  
Cell: 919.604-2685

**Certifications Business Type:**

- \*SBA Certified
- \*SDB Certified
- \*Women Owned
- \*Small business, less than \$6.5M

**Duns Number**

963591263

**Cage Code**

63R43

**ORCA Registered**

**CCR Registered**

**NAICS Codes**

- 518210      541612
- 541613      541618
- 541990      541219
- 541513      541519
- 541611      541690
- 561410      561210
- 561499      561110
- 561421      561990
- 561320      621111
- 621112      621210
- 621310      621320
- 621330      621340
- 621391      621399
- 621999      622110
- 624190



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- ★ Grace recognize that adequate staffing is critical to the quality delivery of data abstraction services
- ★ **Training Personnel-** Grace provides training staff and personnel. We provide Training Staff in support of the Dept of Defense in the area of physical readiness; Athletic Trainers, Certified Strength and conditioning specialist, nutrition and therapy support personnel to include dieticians and physical therapist. Additionally, we staff exceptional training staff and provide training support, such as training material and curriculum creation.

### **Past Performance**

Grace has distinguished itself by providing highly skilled medical staff such as, nurses, ancillary medical staff, physicians all specialties, physician assistants, and administrative and clerical personnel to deliver both personal and non-personal services and assist our customers in achieving their mission goals.

Grace is a full-service firm that takes pride in its history in its “key personnel” past performance as a prime contractor, and of fulfilling 100% of its client’s staffing/support requirements.

Grace’s President, Ms. Iris Phillips, has held senior management positions such as Vice President of both Operations and Business Development for over 10 years overseeing government contracts. Grace is pleased to include Department of Defense (DOD) Medical Treatment Facilities (MTF), such as the Tripler Army Medical Center (IACH), Fort Gordon, Fort Stewart, and DeWitt Medical Center; Bureau of Prison medical facilities; and the National Institutes of Health (NIH) on the roster of valued customers that will represent the management of these projects under Ms. Iris Phillips supervision. Under both sole-source and competitive 8(A) contract awards, this demonstrates Grace’s ability to source and/or transition, select, and retain medical, administrative, research, and training staff and services. ***Under Iris Phillips’s supervision a 98% fill rate was maintained and 98% retention rate on Government contracts.***

### **Best Value**

Grace has a sound and credible reputation for providing a stable workforce with low turnover rates, rapid fill rates, superior program management and quality performance – at a cost that is beneficial to our clients. Grace believes it is our responsibility to provide our clients with excellence in quality, service, and performance. Our primary goal is to achieve and maintain a position of leadership within our industry. Grace maintains our principals to ensure we maintain integrity, put our employees and clients first, and excellence in all services we provide – at a best value. We expect, and provide, nothing but the best!

We will:

- ★ Maintain excellent customer communication
- ★ Provide fair pricing to all our clients
- ★ Staff more than qualified employees
- ★ Follow ethical standards and practices
- ★ Maintain fiscal stability

Phone: 877-809-5200 Fax: 919-809-5200  
www.gracefederalolutions.com