

## CAPABILITIES STATEMENT

FedWriters is a professional writing, communication, and analysis company that helps government and commercial organizations develop a range of products including proposals, technical reports, training materials, regulatory and policy documents, user manuals, multimedia content, and more.



An SBA-certified 8(a) company, FedWriters draws on our world-class capabilities in technical writing and editing, research and analysis, and publication services. These core capabilities tie into the foundation of our company, where our mantra, “clear, compelling, and compliant,” guides each and every project from planning to production.

We help improve the overall quality of documents and communication materials with smooth-flowing text, clear graphics, and requirement-driven outlines.

Headquartered in Fairfax, Virginia, FedWriters was founded in 2010 by a former U.S. Marine with a background in business development, policy development, and strategic planning.

- Technical Writing and Editing
- Proposals
- Layout and Design
- Policy and Rulemaking
- Research and Analysis
- Intellectual Property (IP) Services
- Freedom of Information Act (FOIA) Support
- Translation and Interpretation

### Primary NAICS Codes

- 541611 – Administrative Management and General Management Consulting Services
- 541430 – Graphic Design Services
- 541720 – Research and Development in the Social Sciences and Humanities
- 541910 – Marketing Research and Public Opinion Polling
- 541930 – Translation and Interpretation Services
- 561110 – Office Administrative Services
- 561410 – Document Preparation Services
- 561492 – Court Reporting and Stenotype Services
- 711510 – Independent Artists, Writers, and Performers



*“In addition to the high-quality writing, graphic design, and publication services, FedWriters was extremely easy to work with and very responsive.” – U.S. Customs and Border Protection Branch Chief*

*“FedWriters has provided excellent service and have significantly enhanced the quality and reputation of the Strategic Studies Institute and U.S. Army War College Press, which has an internationally known reputation for national security studies and analysis. This contractor has been an absolute pleasure to work with and I have been a COR for 15 different contracts.”*

– U.S. Army War College Contracting Officer’s Representative

## Past Performance (*Partial List*)

### **U.S. Coast Guard (USCG), Office of Standards Evaluation and Development, Technical Writing, Regulatory, Administrative, and Research Support**

FedWriters develops documents for regulatory actions that are published in the Federal Register and Code of Federal Regulations, including notices of proposed rulemakings and final rules. We also develop other documents such as research studies, environmental assessments, regulatory analyses, and congressional reports.

### **NASA Aeronautics Research Mission Directorate, Communication Services**

FedWriters helps NASA communicate technical subjects to technical and lay audiences in the form of web stories, speeches, government publications, press releases, exhibits, and social media. We provide research, writing, and input to develop NASA reports, such as the President's annual air and space report.

### **Defense Threat Reduction Agency (DTRA), Technical Writing and Editing Support**

FedWriters prepares and updates agency regulatory-type issuances in accordance with applicable DoD and DTRA policies, guidelines, and instructions. We work with subject matter experts to review issuances, conduct research, verify information for accuracy and completeness, and provide final drafts for approval.

### **Naval Surface Warfare Center Philadelphia Division (NSWCPD), Technical Writing, Records Management, and Enterprise Resource Planning Support**

FedWriters provides technical writing, records management, and enterprise resource planning support services. We develop and revise forms in support of Command operations, and assist with the implementation of records management policies, regulations, and retention schedules.

### **U.S. Army War College (USAWC), Strategic Studies Institute and USAWC Press, Editing and Proofreading Support**

FedWriters provides peer review, editing, and proofreading of professional journals and manuscripts related to national security issues. We help publish analyses for leaders in the military educational system, the DoD, Congress, the White House, the media, think tanks, defense institutes, and colleges and universities.

### **Bureau of Land Management (BLM), Technical Writing and Editing Support**

FedWriters provides communication and technical writer services to support various BLM land use planning efforts under the National Environmental Policy Act. We help develop various public information products, including environmental impact statements.

### **Food and Drug Administration (FDA), Technical Writing and Editing Support**

FedWriters provides professional writing and editing services for the FDA's Office of the Regulatory Policy. We help develop and finalize a variety of scientific and legal documents related to the Federal Food, Drug, and Cosmetic Act.

### **U.S. Army Cyber Institute (ACI), Publication Support**

FedWriters provides report development, graphic design, and publication services for the *Cyber Defense Review (CDR)*, a quarterly journal that generates intellectual multidisciplinary dialogue through thought-provoking scholarly articles and essays on the strategic, operational, and tactical aspects of the cyber domain.

### **U.S. Department of Agriculture, Animal and Plant Health Inspection Service (APHIS), Technical Manual Conversion**

FedWriters updated written procedures for various technical manuals. This included analyzing complex procedures and rewriting them in a standard format. Manuals included the Animal Product Manual, the Export Program Manual, and the Fresh Fruits and Vegetables Import Manual.

### **U.S. Customs and Border Protection (CBP), Writing, Editing, and Publication Support**

FedWriters provided technical writing, editing, graphic design, publication layout, research, and Section 508-compliance support. We developed CBP's annual Performance and Accountability Report, and drafted executive letters for approval and signage by the CBP Commissioner and CBP Chief Financial Officer.

### **U.S. Department of Veterans Affairs (VA), Publication Services**

FedWriters provided publication and translation services to produce annual reports for the VA. We helped publish information on agency goals aligned with the VA's mission, data on the veteran population, summaries of healthcare systems, major accomplishments and initiatives during the reporting year, and other financial and demographic information.

### **Library of Congress, Documentation Support**

FedWriters provided documentation support to modernize the Library's security system. We compiled and summarized information from numerous sources to document information across all Library of Congress buildings.