

A purple rectangular box containing the text "Business Services" in white, bold, sans-serif font. The background of the entire page is a photograph of several business professionals in a meeting, with a purple gradient overlay on the left side.

## Business Services

BMS offers a full range of support services to our diverse functional client list. Our professional services run the gamut from organization wide initiatives to discreet organizational needs. We are there to provide professional expertise in providing value to our customers.

We add value by managing back-office business processes and transactions for you, allowing you the time to focus on your core business, strengthen your competencies and improve your bottom line.

**Metrics and Scorecards** – In Performance based organizations, effective tools are vital to measuring achievements geared to your success. We work hand-n-hand with you developing these measures, updating and refining these tools to provide your management levels useful reports.

**Budget Execution** – Our expertise in executing organizational budgets gives us the skills needed to meet your needs. We have been recognized as the de facto budget experts in working with client's organizations.

**Budget Formulation** – Understanding in all facets of the budget cycle makes us valuable to you in analyses, presentation, responding to Congressional and other inquiries.

**Data Entry** – Smoothly and efficiently we relieve your personnel from the time consuming activity of data entry.

**Investment Analysis** – We support management decision making in the life cycle of development efforts. Following the organization's acquisition processes, we assist in developing mission needs, analysis of alternatives, and investment analyses.

**Invoice Processing** – Our innovative approach to this area helps us process payments properly and in a timely manner.

**Strategy Mapping** – BMS assists you in developing a mapping plan for your staff, helping them see how an organization creates value by connecting strategies in a cause and effect relationship with each other. We can then develop tracking metrics for measurement.

**Management Development Training** – BMS develops training courses for you and your employees to ensure that they understand the processes.



A Company of Producers

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