

# Donia

## CAPABILITY STATEMENT

### CONTACT

Donia Piersaint  
President  
**Donia, LLC**  
231 Norman Avenue, Suite 110  
Brooklyn, NY 11222  
O: 646-793-9281  
M: 646-7939267  
E: dp@doniaa.com  
W: www.doniaa.com

### CERTIFICATIONS

- Minority Business Enterprise
- Woman Business Enterprise
- Small Business Enterprise
- Disadvantaged Business Enterprise

### CORPORATE DATA

DUNS #: 617794172

UEI #: JJ2KF657P5L8

#### NAICS CODES:

- 541611 Administrative Management and General Management Consulting Services
- 541320 Landscape Architectural Services
- 561210 Facilities Support Services
- 561410 Document Preparation Services
- 561311 Employment Placement Agencies
- 611430 Professional and Management Development Training
- 238320 Painting and Wall Covering Contractors
- 561720 Janitorial Services
- 561110 Office Administrative Services
- 541618 Other Management Consulting Services
- 541990 All Other Professional, Scientific, and Technical Services

## CONSTRUCTION & SUPPORT SERVICES

*D*onia LLC is a certified Minority and Woman owned Business Enterprise (MWBE) and a trusted advisor to businesses, government agencies, and non-profit organizations. We deliver customized solutions that address the critical objectives, thereby making operations more efficient, competitive, and productive. Our passion for solving problems and developing key insights fuels our drive to satisfy and exceed our clients' expectations.

We specialize in creating, developing, and managing specialized teams that follow a structured management approach to meet defined objectives. Our success in meeting them is anchored on our ability to understand the full scope of our client's needs and objectives, and our commitment to delight them with the timely delivery of action plans and deliverables.

### SERVICES

Operations and business process improvements • Program development, implementation, and evaluation • Policy development, implementation, and evaluation • Organizational design and change management • Talent and personnel development • Workforce analyses, human resources consulting • Economic research and analysis • Economic development strategy design, implementation, evaluation • Strategic planning • Market research • Problem solving Sessions, focus group facilitation • Stakeholder engagement services • IT Consulting services • Quality management, continuous quality improvement • Project/program management/coordination • Back office, administrative support • Training program development, administration, and evaluation • Staff Augmentation/Staffing Services/Payroll Services • Process documentation, analysis, and improvement.

### CORE COMPETENCIES

Back Office Support • Community Engagement • Diversity Consulting • Field Office Setup and Maintenance • Office Cleaning/Janitorial • Project Documentation • Project Management Support • Project Scheduling • Quality Management • Site Safety • Staff Augmentation • Subcontractor Program Administration • Supply Chain Management • Training Programs • Division 09: Finishes – Painting

### DIFFERENTIATORS

**Our people:** We hire and retain the best people • **Experience:** We have worked with clients in multiple states the prime or a subcontractor • **Leadership:** We have leadership with an excellent combination of analytical, planning, facilitation, and management skills • **Eagerness:** We approach each opportunity with enthusiasm and the knowing that we deliver exceptional services solutions • **Solution-oriented:** Our clients bring the needs and questions and we bring the solutions and answers • **Flexibility:** We are flexible • **Quality Assurance:** Best practices in Quality Assurance are integrated into everything we do • **Repeat Clientele** • **Satisfaction-focused:** Client Relationship Management • **User of Technology:** We have access to the best recruiting, payroll and benefits management systems • **Employee Satisfaction and Retention:** We provide generous Benefits, PTO, and Paid Holidays.

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### PAST PERFORMANCES

#### NEW YORK CITY

- Fire Department
- Department of Health & Mental Hygiene
- Administration of Children Services
- Human Resources Administration
- Housing Authority
- Department of Buildings
- Department of Consumer Affairs
- Department of Corrections
- Citywide Administration Services
- Parks and Recreation
- Department for the Aging
- Employee Retirement System
- Department of Environmental Protection
- Health and Hospitals Corporation
- Commission on Human Rights
- Metropolitan Transportation Authority
- City University of New York—La Guardia Community College

#### NEW YORK STATE

- Bureau of Housing & Support Services
- Department of Corrections and Community Supervision
- Office for People with Developmental Disabilities
- Office of General Services
- Thruway
- Education Department
- Office of Mental Health
- Insurance Fund
- University of New York

#### OTHER STATES

- Oregon Department of Administrative Services
- Oregon Department of Human Services
- Oregon Health Authority
- State of Missouri

#### FEDERAL

- US Department of Labor

#### PRIVATE SECTOR

- AM Trace
- cResults LLC
- Implex Partners
- Par Pharmaceuticals
- Securix
- Port Authority of New York and New Jersey
- Tappan Zee Bridge Constructors
- Jewish Board of Family and Children's Services
- Builder's Exchange of Rochester
- Construction Exchange of Buffalo & WNY
- Black Box Corporation
- Emerge Systems, Inc.
- Merck
- Pfizer, Inc.
- Prude Construction Corp