

INFORMATION TECHNOLOGY SERVICES

We work with our customers to devise customized IT solutions to solve real business problems and challenges facing federal, state, and local government. Our Information Technology Services include:

- * Enterprise Data Management
- * Microsoft 365 Partner/Reseller
- * Software Engineering and Applications Development
- * Systems Integration
- * Network Engineering and Operations

ENTERPRISE RECORDS AND DOCUMENT MANAGEMENT

We assist our clients with developing, maintaining and disseminating records management policies and procedures in compliance with the National Archive Records Administration (NARA). Providing full mission support from development, maintenance, retention to archival, our services include:

- * Needs Assessment and Analysis
- * File Plans, Retention Schedules and Disposition Services
- * Data and Document Migration and Management Support
- * Records Management Policy, Guidance, Training and Outreach
- * Electronic Records Management
- * FOIA and Document Management Support
- * Administration, Litigation and Stenographic Support

PROGRAM MANAGEMENT, OPERATIONS AND SUPPORT

We Combine best practices, talented personnel, and skills our customers require to attain success. We assess our clients business needs, define goals and requirements, schedule and define milestones, determine budget, then document and execute each step of the project. Our Program Management, Operation and Support include:

- * Strategic Planning and Business Needs Assessments
- * Risk Analysis and Assessments
- * Workflow Implementation and Tracking
- * Project Management and Administrative Support
- * Surveillance and Auditing Support

STRATEGIC COMMUNICATIONS, OUTREACH AND TRAINING

We collaborate with our clients in providing guidance and support in every phase of the communications process. Our services include:

- * Outreach and Communications Plans
- * Strategic Marketing and Advertising
- * Public Affairs and Awareness Campaigns
- * Publication Planning and Production
- * Website Development and Maintenance
- * Classroom and Remote Training and Instruction

Simplifying IT

ABOUT US

When your organization partners with FosterSoft, Inc. expect us to meet and exceed your expectations. Our goal is to add value to your organization thru our strategic technology and customer-focused business solutions.

We offer four main solutions services to aid in your organization's immediate and long term needs. Each is customized and scaled based on the assessed requirements. Our solutions are executed with professionalism and expertise on or off site.

FosterSoft, Inc. has been solving the needs of its clients for over a decade. Our service market includes federal, state, commercial and private organizations.

CONTRACT VEHICLES

GSA Schedule 70 -Professional IT Services #: GS-35F-0774N

Maryland Minority Business Enterprise (MBE) #3245-0331

NAICS CODES:

518210, 541511, 541512, 541513, 541519, 541611, 541618, 541690, 541990, 561990, 541710, 541720



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