

FICTITIOUS DEMONSTRATION SAMPLE

RFI strategy note

Gesso Federal

We take the paperwork out of federal work.

Grant Closeout Readiness and Portfolio Support

Prepared for Meridian Support Services, Inc.

Notice: NCRA-2099-RFI-004

Prepared: 4 June 2026

FICTITIOUS DEMONSTRATION SAMPLE.

Recommendation

Respond after the new document family passes final-file review. Meridian has a credible civilian service-operations story for the buyer's case, record, exception, reporting, and surge needs. The response should compete on proven operating discipline without claiming prior grant-closeout experience.

Positioning

Lead with the two prime records. The National Assistance Service Center shows one-business-day triage, rapid backlog reduction, required-field completeness, and 36 dashboards delivered on time with a 5 FTE team. The Vendor Operations Center adds high-volume package review, fewer incomplete returns, faster routing, written guidance, and 144 on-time weekly reports with a 4 FTE team.

Use the Environmental Programs Administration record as supporting evidence for data integrity and documented procedures. Keep its \$910,000 workshare and 3 FTE team clearly labeled as subcontract performance.

The strongest bridge to the contemplated work is operational, not domain-based:

- establish one accepted baseline for 680 active grants;
- keep approximately 55 monthly additions or modifications visible and complete;
- manage approximately 140 quarterly closeout candidates as a distinct surge cohort;
- give the buyer weekly exception visibility and a reconciled monthly portfolio view; and
- measure packet readiness against one buyer-owned checklist and acceptance point.

What the response can shape

The response recommends a three-part task order for transition, steady-state support, and defined surge capacity. It also gives the buyer measurable standards for triage, completeness, data integrity, aged exceptions, reporting, and packet readiness.

For the set-aside decision, Meridian should make the narrow point that its WOSB Schedule status is one piece of market evidence. The buyer still needs enough capable SIN 541611 respondents with comparable scale and prime experience to support a competitive set-aside.

Boundaries

The response does not relabel the three performance records as grant-closeout projects, does not turn the subcontract record into prime experience, and does not assume the final staffing level before the buyer defines its records, checklist, access, and acceptance rules. It includes no pricing or proprietary methods.

Next action

Meridian's authorized reviewer can approve corrections and decide whether to submit the Word response by 18 June 2026 at 3:00 p.m. Eastern Time. No submission has occurred.