

## MB Dolphin & Associates, LLC

### Company Profile

We bring more than thirty years of diversified experience in proposal development and publications management services to government and commercial business groups.

### Worried That Your RFP Might Not Be Attractive To Small Businesses?

Contact us and we will tell you all about the various ways that we can assist you in achieving this important goal

### Would you like for your Vendors to respond to your written offers in ways that are easy to understand?

Contact us and we will tell you all about our one-of-a-kind workshops designed for you.

### Need Assistance Managing Your Proposal Project?

We can assist you in many ways.:

- We can train your people
- We can consult at any and all stages of your project.
- We can provide personnel for your team: project managers, writers, editors and production managers.
- Worried about that Executive Summary? We can write it for you.

### Small Business Certifications

- U.S. Small Business Administration (SBA)
- Small Disadvantaged Business (SDB)
- Metropolitan Transportation Authority (MTA)
- Minority/Woman-owned/Disadvantaged Business Enterprises (MBE/WBE/DBE)
- Minority Woman Business Enterprise (MWBE) Clearinghouse

#### NAICS Codes

541310, 541410, 541420, 541430, 541511, 541513, 541611, 541618, 541850, 541890, 541990, 561410

## Clients

### Northrop Grumman Corporation

Proposal and Publications Development · Production Coordination · Technical Writing · Technical Editing · Professional Proofreading · Project Configuration · Brochure Design · Logo Design · Specialized Graphics

### The Boeing Company

Proposal Development · Publications Development · Production Coordination · Technical Writing · Technical Editing · Professional Proofreading

### Maxim Systems

Proposal Development · Publications Development · Production Coordination · Technical Writing · Technical Editing · Professional Proofreading · Specialized Graphics

### Lockheed-Martin Corporation

Brochure Design · Logo Design · Specialized Graphics

### Allied Aerospace

Proposal Development · Production Coordination · Project Configuration · Project Data Management · Brochure Design · Logo Design · Specialized Graphics

### Schmidt Construction

Logo Design · Specialized Graphics · Vehicle Panel Sign · Business Cards · Letterhead · Envelope ·

### ADDITIONAL CLIENTS WITH WHOM OUR CONSULTANTS HAVE WORKED:

SBC, Bank of America, IDS American Express, The Hertz Company, Federal Reserve Bank of Minneapolis, E\*Trade Financial, Northwestern National Life Insurance Company, The Target Stores, Alliance Data Systems, Secured Funding, Best Buy, JPL, Telemedium, City of Anaheim, Northwestern National Bank, Control Data, Ch2M Hill Engineering



MB DOLPHIN & ASSOCIATES, LLC™

Winning Proposals,  
RFPs, Professional  
Proposal Teams,  
Proposal Workshop  
and More!

### SMALL BUSINESS CERTIFIED

Manhattan Beach, CA 310-435-0763  
Orange County, CA – 949-495-4747  
Dallas/Forth Worth – 972-571-4497



MB DOLPHIN & ASSOCIATES, LLC™

## Consulting

### We can do it for you!

Perhaps you are more interested in the results than in learning the proposal process. That's fine! You can turn the job over to the MB Dolphin consultants and we can do it for you. Our associates will make only the tiniest footprints across the path of your staff's daily business routine.

#### THE MBD STEPS FOR IMPROVING YOUR PROPOSAL PROCESS

- Call us to schedule a meeting.
- Tell us about the issues you are having and describe what you consider to be the ideal final result of our activities.
- We will ask a few questions, and we will also ask you to provide us with related documents.
- We will create a proposal/plan of action that describes in detail how we would accomplish your ideal final result.
- At this point you have several choices:

1. You may purchase all or part of the plan and put the plan in action yourself.
2. You may purchase all or part of the plan and ask MB Dolphin to implement it for you.
3. You might decide that the plan needs adjustment. If this is the case, we will listen, adjust the plan and present it again to you. In 99% of the times we will come to an agreement on either 1 or 2.

## We're here to make it easier for you to win!

We help business and government organizations get what they want by assisting them in improving their proposal process—from issuing requests for work to answering them.

## Staffing and Editing

### We can work with you!

#### **We Can Be On Your Team**

Perhaps you just don't have enough people to round out a complete proposal team. MB Dolphin professionals can work side-by-side with your team to get that winning proposal submitted on or before its delivery date.

You just tell us what you need, and we can provide you with the professionals who will deliver. Our rates are competitive and you have the added benefits that come from using a small disadvantaged business.

Visit our website at [www.mbdolphin.com](http://www.mbdolphin.com) to see a full listing of professionals that we can provide to serve on your proposal team for the duration of the project—from the kickoff meeting to the delivery of the proposal to the customer.

#### **We Can Edit What You have Written**

Perhaps you would like to have the edge that professional editing can provide your submission—whether it is the request for the proposal, or the proposal itself. An MB Dolphin professional can edit your proposal or important parts of it (such as the Executive Summary). We also work with organizations to improve the quality of their requests—thus increasing the likelihood of getting proposed solutions that address the real issues.

**Give us a call today. Tell us what you need and we will tell you how we can deliver.**

## Training

### We can show you how!

Perhaps you want your own staff trained. We can do that for you. Visit our website at [www.mbdolphin.com](http://www.mbdolphin.com). There you will see a wide array of information and white papers on topics related to the proposal process—from writing the RFP to delivering a winning proposal.

We've also translated our expertise into a 170 page text on the topic of winning proposals—**Up Your Win Rate!**

#### **CITY GOVERNMENT WORKSHOPS**

One of our latest offerings results from a teaming effort with various cities across the nation. These one-day workshops are individually tailored to the needs of each city's vendor pool. This fast-paced interactive training session targets those skills that assist vendors in submitting proposals that are responsive to the requirements of their corresponding written solicitations. With MBD, the city wins and their vendors win.

**Buy a copy of UP YOUR WIN RATE! for each member of your proposal team.**

Then they will all be on the same winning page!

