

detailed organizational review of OPCSE and its supporting inter-district agencies, identification of appropriate core business process functions which provided privatization opportunities to the Agency, and development of recommendations regarding the successful implementation of a privatization initiative. Based on the conclusions and recommendations of the functional operation review, TCBA drafted a Request for Proposals that encompassed the privatization goals of the Agency.

FINANCIAL, ACCOUNTING, AND ADMINISTRATIVE SUPPORT

1. Reconciliation and Financial Management Support Services

For four years, TCBA provided management consulting, accounting and financial management support for the Census Bureau's (the Bureau) Finance Division. These activities included business process improvement services related to the Bureau's systems security, accounts payable, and account reconciliation operations. Our assistance was recognized by the Bureau's auditors in the FY2001 financial report, which acknowledged TCBA's efforts in assisting the Cost Analysis and Reconciliation Branch to reduce the timeframe for completing monthly reconciliations from 45 to 20 days as a result of material process improvements and acceleration of the monthly close-out by four business days. Our team provided the Bureau with a wide range of professional services, including assisting the Finance Division with addressing internal control deficiency findings by independent and governmental auditors; addressing specific areas of procedural weakness; assessing vulnerability and risks in its current control

environment; and developing enhanced protocols relative to stricter internal controls, checks and balances, and transactional and/or system security safeguards.

2. Representations and Warranties Claims Administration

For the RTC Valley Forge Asset Operations Division (AOD), TCBA and its joint-venture partner processed claims against the representations and warranties given in loan and asset sale agreements. RTC offered representations, warranties and indemnifications in connection with sale of loan and servicing rights sale by promising to cure, substitute, or repurchase loans found to be in violation of certain requirements, such as documentation, loan amount, or loan/value ratio. TCBA evaluated the claims against the Standard Loan Sale Agreement containing provisions for standard representations and warranties permitting the buyers to file claims for losses realized over the life of each asset. We also evaluated the Standard Purchase and Sales Agreement for the Disposition of Mortgage Servicing Rights, which indemnified the buyer against losses from breaches of servicing representations and warranties.

3. Accounting Operations Improvement Analysis

TCBA provided technical accounting assistance to local businesses under a consulting contract with the DC Office of Business and Economic Development. The scope of our services included evaluation of the management system for the City's public financing loan programs and recommendations for improving operations and management of these financing programs.

4. National Sales Support Office for the Federal Deposit Insurance Corporation

TCBA established, and managed the National Sales Support Office (NSSO) of the Federal Deposit Insurance Corporation (FDIC), as the successor to the RTC. NSSO provided financial, accounting and, administrative support for national sales initiatives involving securitization and sale of over \$35 billion in mortgage, real estate and other assets. The objectives of the project were to:

- Conduct an organizational assessment to identify all needs and requirements, as well as requirements for inter- and intra-departmental and field office coordination;
- Develop an organizational design to establish a logical, effective and efficient organizational structure to accomplish stated requirements;
- Design, develop, and implement all NSSO processes and systems;
- Establish performance measures to ensure achievement of mission requirements;
- Develop and implement action plans for performance of all NSSO functions; and
- As a result of performance measurement, redesign processes and systems to improve effectiveness and efficiency.

5. System Migration and Data Conversion for the Comprehensive Automated Personnel Payroll System

TCBA was engaged by the District of Columbia to provide assistance to the District's agencies migrating to the Comprehensive Automated Personnel Payroll

System (CAPPS), a commercial off-the-shelf, main-frame software package developed by Integral Systems. CAPPS supported the mandates of the DC Financial Responsibility and Management Assistance Authority (the Control Board) for the District of Columbia and set forth requirements for management reform and implementation of the District's transformation initiative for FY96 to FY99. The CAPPS Project created databases as tools to facilitate Human Resources Management, Payroll Management and Position Control Management.

TCBA was required to assist each agency in verification of data conversion from the former software "UPPS" to CAPPS. Through the analysis of reports TCBA performed data validation and verification, monitored (for accuracy and completeness) the files/data bases of time and attendance for employees, reviewed and reconciled reports and employee specific data for payroll parallel testing. District Government employees collected the results of all analysis, then changed and updated information, as deemed necessary. Input of all records, creation and control of all databases, files and reports were performed solely by District of Columbia.

TRAINING

1. Design, Development & Delivery of Procurement Training

TCBA provided procurement training to the District of Columbia Office of Contracting and Procurement. Our team managed the design, development, delivery and evaluation of five procurement courses customized in accordance with the District of Columbia Municipal