



MAINTENANCE MATRIX, LLC

Capability Statement

Contract Information

Business Type:

Service-Disabled Veteran Owned Small Business (SDVOSB)

Duns: 968875133

CAGE: 6KJ37

CCR & ORCA: Active Registration

NAICS Codes:

541513

Computer Facilities Support Services

541611

Admin. Mgmt. Consulting

541618

Other Mgmt. Consulting

541690

Scientific and Technical Consulting

561210

Facilities Support Services

811211

Consumer Electronics Repair and Maint.

811212

Computer/Office Equip. Repair and Maint.

811213

Communication Equip. Repair and Maint.

811219

Electronic and Precision Equip. Repair and Maint.

811310

Commercial and Industrial Equip. Repair and Maint.

*Small business under all NAICS listed

Contact Information

Maintenance Matrix, LLC

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Michael Jackson, Director

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Maintenance Matrix, LLC is a Service-Disabled Veteran Owned Small Business (SDVOSB) specializing in providing equipment maintenance solutions for a wide range of electronic equipment types to federal agencies. Maintenance Matrix works with a variety of firms representing multiple disciplines to deliver comprehensive Equipment Maintenance Programs (EMPs) which immediately reduce equipment maintenance cost. EMPs provide coverage to include emergency repairs, parts, labor, travel, and preventative maintenance per Original Equipment Manufacturer (OEM) specifications. We have successfully implemented our EMP in the state of Maryland, Pennsylvania, North Carolina and Congress.

As a **Service-Disabled Veteran Owned Small Business (SDVOSB)**, Maintenance Matrix incorporates the use of other SDVOSB and VOSB small businesses to provide maintenance services when possible. Since 2010, Maintenance Matrix has worked closely with vendors to offer services associated with administration and management, equipment maintenance and repair, and records management. EMPs present a consolidated approach to equipment maintenance service agreements with a unique benefit; technical users may utilize their preferred service vendors to provide the actual maintenance, repair, and support services on equipment. Our objective is to provide end users/technical users with more control over the maintenance process while providing significant maintenance cost savings throughout the contract term. All maintenance information is tracked, managed, and available to the agency.

Services Offered:

- Maintenance management of multiple electronic equipment types under one Equipment Maintenance Agreement.
- Use of preferred service provider to perform the equipment repairs and maintenance.
- Alternative qualified service providers available, if necessary, including small, minority, and historically underrepresented business enterprises.
- Direct payments to service providers after each service event.
- Flexibility to customize equipment coverage.
- Realize a "capped" yearly maintenance budget for covered equipment.
- Extend equipment life by detailed management of maintenance activities.
- Immediate savings applied to current full service contracts.

Corporate Office

200 S. Broad St., Suite 430

Philadelphia, PA 19102

215. 750. 8513

How the Program Works

- Equipment failure occurs.
- Your preferred service provider performs on-site repairs.
- Field service report and invoice documents are submitted to Maintenance Matrix for payment.
- Service documents are reviewed and processed.
- Payment is issued directly to the service provider.
- Equipment maintenance activity is tracked by Maintenance Matrix.

Typical Equipment Covered

General Office

- ☐ Automated Filing Systems
- ☐ Collating Machines
- ☐ Dictation Equipment
- ☐ Endorsers
- ☐ Fax Machines
- ☐ Financial Equipment
- ☐ Microfiche
- ☐ Micrographic Cameras
- ☐ Scanners
- ☐ Shredders
- ☐ Typewriters
- ☐ Word Processing Equipment

Information Technology

- ☐ Archiving Appliances
- ☐ Laptops
- ☐ Mainframes
- ☐ Network Devices
- ☐ Network Storage
- ☐ PC's & Peripherals
- ☐ Servers

Financial

- ☐ Calculators
- ☐ Cash Dispenser
- ☐ Check Encoders
- ☐ Check Imprinters
- ☐ Coin Counters/Sorters
- ☐ Currency Counters

Dental Equipment

- ☐ CCTV Camera
- ☐ Light Exam
- ☐ Microscopes
- ☐ Monitors
- ☐ Oral Cameras
- ☐ X-Ray Machines

Research/Laboratory

- ☐ Autosamplers
- ☐ Balances
- ☐ C-Arms
- ☐ Chromatographs
- ☐ Electron Microscopes
- ☐ Flow Cytometers
- ☐ Gamma Counters
- ☐ Incubators
- ☐ Lasers
- ☐ Mass Spectrometers
- ☐ Microplate Readers
- ☐ Microscopes
- ☐ Monitors
- ☐ Optical Microscopes
- ☐ Particle Counters
- ☐ Projectors
- ☐ Scanners
- ☐ Spectrometers
- ☐ Spectrophotometers
- ☐ Thermocyclers

Eye Care Equipment

- ☐ Autolensometers
- ☐ Autorefractors
- ☐ Autotonometers
- ☐ Electronic Scale
- ☐ Electronic Thermometer
- ☐ Exam Light
- ☐ Examination Chair/Table
- ☐ Laser
- ☐ Monitors
- ☐ Phacoemulsifier Aspirator
- ☐ Surgical Light
- ☐ Ultrasonic Cleaner
- ☐ UV Meter

Communication

- ☐ Audio/Visual Systems
- ☐ Radios
- ☐ Telephone Switches
- ☐ Telephone Systems
- ☐ Voice Mail Systems

Printing Equipment

- ☐ Binding Machines
- ☐ Collators
- ☐ Counters
- ☐ Electronic Hole Punchers
- ☐ Folding Machines
- ☐ Image Scanners
- ☐ Inserter Systems
- ☐ Plotters
- ☐ Saddle Stitchers
- ☐ Scanning Densitometers
- ☐ Scorers
- ☐ Shrink Wrap Systems
- ☐ Trimmers

Mail Room

- ☐ Bar-coding Equipment
- ☐ Binding Machines
- ☐ Bursters/Cutters
- ☐ Collators/Decollators
- ☐ Inserter Systems
- ☐ Mail Machines
- ☐ Mail Peripherals
- ☐ Sorters

Medical Imaging

- ☐ C-Arms
- ☐ Computers
- ☐ Lasers
- ☐ Laser Imagers
- ☐ Nuclear Medicine Cameras
- ☐ PACS
- ☐ Phacoemulsifiers
- ☐ Ultrasound Units

And other equipment that is basically electronic in nature.

Certain models of equipment may not be eligible due to parts & labor exclusivity and/or availability. *List Subject to Change.*