

KeyLogic News

TurnKey Knowledge Management

Fall

2004

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KeyLogic Honored as One of America's Fastest-Growing Private Companies

Inc. magazine, the premier publication for small and medium-sized businesses, has released the 23rd annual "Inc. 500" list honoring the fastest-growing private companies in the country. KeyLogic was ranked #316, with an average annual sales growth of 115.7% and 463% total growth over the past four years. The Inc. 500 special issue appeared on newsstands October 26 and will be on display until December 21, with Inc.com releasing the complete list of winners online November 22.



See insert for additional information
The companies that made this list have thrived despite continued stagnation in the economy, and while the United States reported a loss of 410,000 jobs in 2003, Inc. 500 companies provided employment for more than 70,000 people. KeyLogic, along with 101 other companies on this year's list, began in 1999 and weathered the start-up costs of the overcapitalized boom and thrived during the impending bust that was one of the toughest periods for young companies in recent memory.

The Inc. 500 ranks privately-held companies according to averaged sales growth during the past four years. With approximately 75% of all new job creation in the U.S. coming from small businesses, the Inc. 500 is a discerning indicator of the companies and industries that are driving the economy forward. IT Service companies, such as KeyLogic, are projected to experience the most corporate growth during the upcoming year.

KeyLogic Systems Ranked 7th Fastest-Growing IT Service Firm on "Fast 50" List

KeyLogic has been named to Washington Technology magazine's 2004 "Fast 50" list. The annual list profiles the fastest-growing small businesses providing technology solutions to the U.S. Federal Government.

KeyLogic Systems has achieved a four-year compound annual growth rate of 84%. This accomplishment places the company 27th overall and 7th among IT service providers. Fast 50 companies are ranked based on how rapidly their government revenues grew annually over a four-year period (1999-2003).

"We are delighted to be recognized for this achievement," says Jon Hammock, President and CEO of KeyLogic. "The Government IT sector is a tough, competitive market. This recognition is a testimony to the partnerships that KeyLogic employees have forged with our customers. It is proof of our belief that we succeed only when customers succeed."

KeyLogic employees are proud to say that they have never had a one-time customer - every customer has provided repeat business.



See insert for additional information

KeyLogic Wins Environmental Leadership Award

In September, KeyLogic was awarded a West Virginia Business Environmental Leadership Award “in recognition of their leadership in Innovative Technology.” Companies receiving this award have demonstrated creative uses of technology, processes or strategies to improve the environment. KeyLogic was one of only two companies to receive an award in this category.

KeyLogic was honored for their work on the Environmental Protection Agency’s (EPA’s) eFacts system, designed to support the Superfund program. The EPA’s Superfund program tracks and cleans up the nation’s uncontrolled hazardous waste sites – those that contain abandoned, accidentally spilled or illegally dumped toxic waste. EPA personnel recognized a need for more accurate, up-to-date information in regards to their Superfund program. They knew if better information was available, they could make better decisions – ultimately leading to their goal of a cleaner environment.



With the development of eFacts, the EPA can instantly create over 1.5 million reports per month with 75% fewer man hours. Graphical representations condense information and make it readily available to personnel at the click of a button. Over 50,000 unique reports are updated nightly from the national Superfund database at the EPA’s Research Triangle Park facility.



KeyLogic Helps EPA Win GCN Agency Achievement Award

The Environmental Protection Agency’s (EPA’s) Budget Automation System (BAS), developed and maintained by KeyLogic, helped Terry Ouverson of the EPA’s Office of the Chief Financial Officer (OCFO) receive a Government Computer News (GCN) 2004 Agency Achievement Award for using innovative technologies to accomplish significant goals within the EPA. Ouverson and the BAS team were featured in the October 11th issue of GCN (also available at http://www.gcn.com/23_30/news/27541-1.html), with KeyLogic’s Jeff Johnston providing the system’s technical information for the profile. Additionally, eight employees from the KeyLogic team attended the October 27th GCN Awards Gala in Washington, D.C. to support and congratulate their EPA customer.

BAS was designed to standardize EPA’s budget data and ensure accountability across the board. BAS also provides insight into how much program offices are spending versus how much they forecasted and matches spending to performance results.



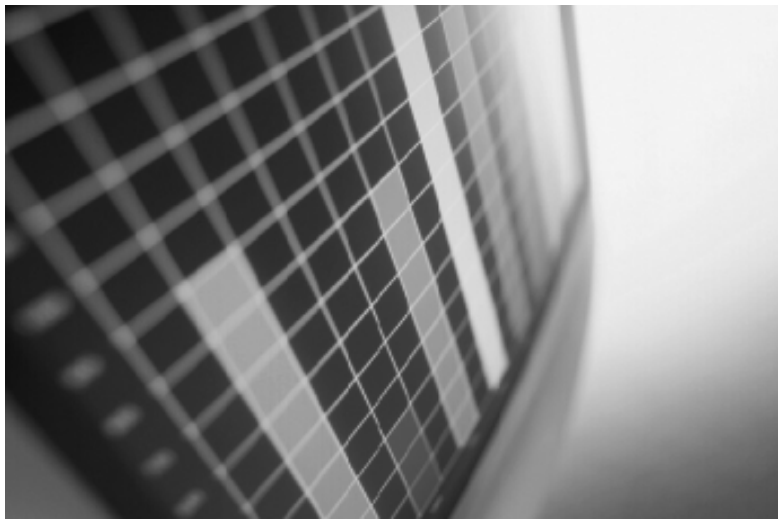
The BAS team: Jon Hammock, Scott Thesing, Michelle Anderson, Rimas Blekatis, Natalya Spivak, Theresa Trybus, Jeff Johnston

The GCN article states “We used to spend a lot of time trying to figure out what the real numbers are, but now we have real-time budget information across the entire agency,” said Terry Ouverson, director of the Systems, Planning and Integration Staff in EPA’s Office of the Chief Financial Officer. “We now have budget discussions without all the miscommunication that used to happen. We all look at the same data now.”

The EPA was one of only four agencies to receive a green light ranking for Financial Performance on each of their 2004 President’s Management Agenda Quarterly Scorecards. Earlier this year, BAS aided the EPA OCFO in receiving the 2003 Presidential Quality Award for Management Excellence in the area of Improved Financial Performance by accomplishing “horizontal fusion” of all budget data, performance and financial information throughout the agency.

KeyLogic Awarded New Contract to Perform Earned Value Management for GSA

Once again, KeyLogic has been recognized for their outstanding work with Earned Value Management (EVM), and this time, the team will be serving a new client. In October, KeyLogic was awarded a contract to support General Service Administration's (GSA's) IT portfolio evaluation process (ITPEP) tasks. For this project, EVM will be used to organize the Chief Information Officer's (CIO's) departmental portfolio and identify improvements that can be made, helping GSA meet the Office of Management and Budget's (OMB's) compliance regulations.



The EVM process is a fundamental component in sound project management practices. The portfolio evaluation process assesses IT projects from initiation through the development lifecycle and includes cost-benefit analysis and operational analysis. Project managers are already collecting, updating and monitoring the data used to perform EVM, which allows KeyLogic employees to organize these elements for use in setting the initial project baselines, which include budgeted costs, planned start dates, planned end dates and resource allocations. Once this is complete, the data can be used to regularly assess the current status of each project and measure its success.

KeyLogic has performed similar tasks at HUD and DISA as part of the company's IT Portfolio Management and Earned Value Management services. These efforts have resulted in KeyLogic being recognized on the CIO Council Solutions Exchange for best practices in IT Program Management. (www.cio.gov)

"As government agencies search for assistance in IT Portfolio Management and Earned Value Management services, they discover our successful efforts at other agencies," says Glenn Copen, KeyLogic's Executive Director of Technology. "These successes are the results of our staff's expertise and working with our customers as trusted partners to achieve improved portfolio and project management practices. We are very happy to add GSA to our growing list of satisfied EVM partners."

KeyLogic Wins DOT Contract

KeyLogic has been awarded a contract to develop a document tracking system for a new client, the Department of Transportation (DOT). The project supports the Office of the Secretary of Transportation's Office of Budget, helping ensure that DOT meets Congressional requirements for reporting on Department initiatives. The KeyLogic team is building a system similar to one previously implemented for the Environmental Protection Agency's (EPA's) Office of the Chief Financial Officer.



The Congressional Reporting Requirements Tracking System will help automate report routing and tracking, shortening the Chief Financial Officer's (CFO's) review period and improving the timeliness of report submittal. Using primarily a web-based interface, the system will enable users to insert and retrieve report documents, enter and update metadata about each report document and incorporate DOT's business rules for reviewing and approving reports. For each report tracked in the system, a form will display vital information about the report, including all relevant metadata, comments, a routing schedule and an edit history for the document. The system will allow an access-controlled group of users to output data in pre-specified formats from the system into word processor documents to meet weekly, monthly and quarterly requirements for providing status updates on active reports.



According to Pete Johnston, who serves as the Project Manager for the task, "The goal of this system is to reduce staff hours spent tracking these requirements while providing up-to-date, accurate information about the status of the requirements. This will allow DOT's budget analysts to focus more on their core responsibilities rather than spending time manually searching for this information."

Quick Hits

KeyLogic Summer Picnic

This summer, KeyLogic employees, friends and family gathered together at the Emma Kaufmann Camp outside of Morgantown for food, games, water sports and camping. The rain cleared by mid-afternoon, so the group was able to enjoy the waterfront picnic area, the water blob and trampoline, jet skis, canoes and a pontoon boat. Alice Oates, Director of HR and coordinator for the event said "Our employees work hard, but they also love to play hard - and they surely showed it today!"

Fall Quarterly Meetings

The KeyLogic DC Metro Fall Quarterly Meeting and Social event was held September 29th at Kings Contrivance's Amherst House in Columbia, MD. The original DC/Metro office founders, Scott Thesing, Jeff Johnston, John Batzer, Theresa Trybus, Maddy Williams, Michelle Anderson, Natalya Spivak, Mike Boyle, Stephanie Stone and Carl Butler, were honored as the Employees of the Quarter by President Jon Hammock for their outstanding efforts in over four years of service. Eric Marton was named the Monthly Mover for his work on a DISA contract, and Pete Johnson, T.J. Williams, Mary Kolarik, Margaret Adcock, Eric Marton and Jessica Avison received customer commendation letters for their hard work and dedication to their projects. KeyLogic would like to thank the remote employees who traveled to be there: Madeline Williams, from Bath, ME, Gayle Dye, from Lewisburg, WV, and Natalie Schimick, from Madison, WI.

Morgantown's Quarterly Meeting was held October 6th in the Corporate Office, with a company social following at Uno's Italian Pizzeria. Alice Oates, George Spencer and Scott Thesing traveled to join the celebration, and Scott was honored by Hammock for his leadership and dedication to his EPA projects and in supervising the DC/Metro office. In addition, Nicole Dawson was honored as an additional Employee of the Quarter for her enthusiastic attitude and for maintaining balance with her new duties as Office Assistant.

Congratulations Krista and Zack!

On October 9th, Proposal Manager Krista Midcap was married in Marietta, Ohio to Zack Arnold. Krista and Zack have been together for almost four years and were engaged earlier this year during a romantic weekend trip at Snowshoe Resort. Following their honeymoon in the Mayan Riviera, Mexico, Mr. and Mrs. Arnold will be living in Bakersfield, California, where Zack works for ChevronTexaco as a Petroleum Engineer. Krista will continue working for KeyLogic, traveling back to the east coast throughout the year.



KeyLogic Customer Profile: Department of Transportation

Everyday, hectic schedules have people commuting across town or travelling across the country, seemingly making the world a smaller, busier place. The Department of Transportation (DOT) is the agency behind the scenes, maintaining order of this chaos. But as they say, it's been a long road.

The DOT was established by an act of Congress and signed into law by President Lyndon B. Johnson on October 15, 1966. The department officially began operations on April 1, 1967 with a mission to develop and coordinate policies that would provide an efficient and economical national transportation system with due regard for need, the environment and the nation's defense. The development of this department fulfilled a movement that had begun with Albert Gallatin, Thomas Jefferson's Secretary of Treasury. Gallatin felt that in order to strengthen the struggling economies of the newly-formed states, a rapid, simple and accessible transportation system must be in place to promote trade and further expansion. In 1808, he recommended that the federal government subsidize necessary internal improvements, such as the National Road.

Until 1965, many of the transportation-related agencies operated independently, without a central department to oversee operations and policy development. Before leaving office, Najeeb Halaby, administrator of the independent Federal Aviation Agency (FAA), proposed the idea of a cabinet-level department to the Johnson administration. Halaby believed that the departments managed by the under secretary of commerce for transportation, along with the FAA, should be combined and responsibility should be taken by an executive department capable of overseeing the development of policies and coordinating a balance among the government's various transportation programs. When the department opened for business in 1967, it was already the fourth-largest agency, bringing more than 30 transportation agencies and about 95 thousand employees together under one roof.

In 1970, the Highway Safety Act authorized the establishment of the National Highway Traffic Safety Administration, which separated highway administration into two parts - design, construction and maintenance tasks would be handled by one area, and highway and automobile safety by another. However, it was not until the 1980's, when Elizabeth Dole was the Secretary of Transportation, that there was a focus on safety-related issues. Dole was a major proponent and created standards for drunken driving violations, the installation of passive restraints and air bags and incentives for automobile manufacturers who promoted safety features and responsible driving.

During the Clinton administration and under Transportation secretary Frederico Pena, all federal agencies underwent a six-month National Performance Review (NPR) in an effort to improve the quality of the government and to reduce the cost of delivering services to the American taxpayer. The NPR challenged all federal agencies to identify

which programs were working, propose new ways of performing their duties with less red tape and improved customer service and implement ways to be smarter and more cost-effective in the future. For the DOT, this plan created seven broad, strategic goals including:

1. "Tying America together" through an effective, intermodal transportation system
2. Investing strategically in transportation infrastructure
3. Creating a new alliance between the nation's transportation and technology industries in order to make them more efficient and economically competitive
4. Promoting safe and secure transportation
5. Actively enhancing the environment
6. "Putting people first" in the transportation system, and
7. Transforming the DOT

In 2001, under President George Bush and Secretary Norman Y. Mineta, the DOT faced another major re-organization. In response to the terrorist attacks of September 11th, Congress passed and Bush signed into law the Aviation and Transportation Security Act, which called for the establishment of a completely new Transportation Security

Administration (TSA) to increase security at airports and other transportation venues. The initiative was passed and the TSA opened in February 2002, expecting to be fully-operational by the year's end. In June 2002, Bush called for a reorganization of the Federal government and established a Cabinet-level Department of Homeland Security (DHS), which transferred the Coast Guard and the Transportation Security

Recruiting Assistant named Homecoming King

On November 6, KeyLogic Recruiting Assistant John Racelis was named the 2004 West Virginia University Homecoming King during halftime of the school's game versus Temple University. He was nominated to the court by a panel of judges and then campaigned for student votes, which were collected online.



"I wasn't expecting this at all...I was shocked!" said Racelis after he was crowned.

New Hire Profile

Alice Oates joined KeyLogic on June 1st as the Director of Human Resources (HR) with over 16 years of experience in HR management. Alice earned her Bachelor's degree in English from Rhodes College and her Master's in Human Resource Development from American University. Her extensive HR experience includes opening new hotels for Holiday Corporations, contributing to the development of wireless telecommunications and software development companies such as Cellular One, Sprint PCS and Interface & Control Systems and serving as an owner and consultant for Cockroft Associates HR Consulting Practice.

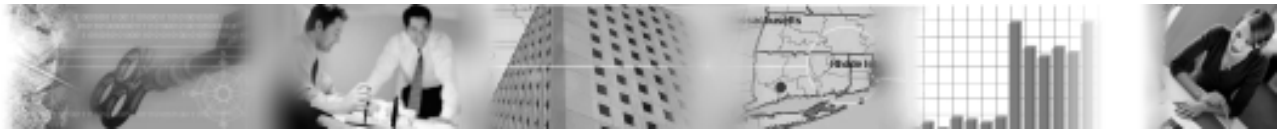


Alice Oates

Alice is helping KeyLogic to develop and improve their employee policies and benefits. Currently, she is reviewing insurance benefits, supervising recruiting efforts and working with the marketing department to develop an updated presentation and a new orientation program for recently hired employees. On October 25th, Janice Lahew joined the KeyLogic team as Alice's Human Resources Assistant. She will be working from the Morgantown office and is responsible for overseeing employee reports and records and supporting the corporate office.

Originally from Tennessee, Alice now resides in Columbia, Maryland with her husband Jack. She has two step-sons, Dave and Tom, and a daughter Amy. She volunteers at her church and at Amy's school and enjoys visiting friends and gardening on the weekends. Alice and her family also enjoy traveling; this summer, they visited Philadelphia where Jack ran in the Philadelphia Distance Run and Amy participated in the Kids Run Festival. Amy's race was in the heavy rain, but she smiled all the way!

"I am excited about working with everyone at KeyLogic," says Alice. "My first months have been energizing, fast-paced and very fun."



New Hires

Susan (7/12/04) provides on-site programmatic support for the Joint Blue Force Situational Awareness Advanced Concept Technology Demonstration (ACTD) at the Defense Information Systems Agency (DISA) in Falls Church, VA. She retired from the Navy in June after a twenty-year career in Information Technology, culminating with a second tour of duty at DISA as part of the Joint Command and Control transitional technology team. She received her commission from the United States Naval Academy with a B.S. in Computer Science. She later earned her M.S. in Computer Science Technology and Database Management from the Naval Postgraduate School in Monterey, CA and her M.A. in National Security and Strategic Defense from the Navy College of Command and Staff at the Naval War College in Newport, RI. Susan makes her home in Fairfax, VA with her husband, John, whom she met on the sailing team at Annapolis. They spend much of their free time supporting their three children, James, Nancie and Christine, in school, at church and on the soccer field.

Marjorie (7/26/04) joined Keylogic as a Web Applications Developer. She previously worked for Electronic Data Systems (EDS) as an Advanced Systems Engineer, and prior to that she was a flight attendant for eight years. Marjorie earned her Bachelor of Science in Hotel and Restaurant Management in 1989 from St. Paul College of Manila in the Philippines, where she was born and raised. Her family keeps her busy during the weekends - she has a 5 year-old daughter and a 10 month-old baby boy.

Mary (7/26/04) returned to KeyLogic as a Senior Program Management Support Specialist working with DISA at the Skyline Seven building in Falls Church, VA. She earned her Bachelor's degree from the University of Madison - Wisconsin and her Master's in Mathematics from George Mason University. She has been an adjunct lecturer for Marymount University, teaching Mathematics Modeling and Simulation for Systems Planning and Analysis, and worked as an Advanced Concept Technology Demonstration (ACTD) demonstration and training services manager for Houston Associates. Mary and her husband have four sons, and she enjoys skiing, biking, hiking, reading, going to movies, volunteering at church and rooting for her favorite teams, the Wisconsin Badgers and the Green Bay Packers.

Jessica (8/11/04) joined KeyLogic as a Technical Analyst for the DISA NexGen contract with Northrop Grumman in McLean, VA. She is responsible for tracking and managing military standards, editing documents and updating DISA web pages. She graduated from James Madison University in May 2004 with a double major in English and Technical & Scientific Communication, with a concentration in Online Publications. In her free time, she enjoys reading, writing poetry, watching "Law & Order" and going to coffee shops.

John (8/23/04) is KeyLogic's newest recruiting assistant. He is from Richmond, VA and attends West Virginia University, majoring in Management Information Systems. John served as the 2003-2004 president of his fraternity, Phi Gamma Delta, and is now the Vice President of WVU's Inter-fraternity Council. He is also a member of the WVU men's rugby team.

Kennet (9/15/04) is the new Executive Assistant to Directors Glenn Copen and Stephanie Stone, and will be working in the Morgantown office. She graduated from Marshall University in May 2004 with a B.S. in Criminal Justice and a minor in Political Science. Before working at KeyLogic, Kennet worked with the mentally disabled. She has been married for one year to her husband Leland, and they have a three year-old daughter Kayla. When she is not working, she spends her time with her family and friends.

Janice (10/25/04) is the new Human Resources Assistant, and brings over eight years of experience from her service in the U.S. Navy. She is a native of Northern California, but has lived in Greene County, PA for 14 years. Janice spends her free time with her husband Bob and her daughter Christina working on the renovations to their newly-purchased home. She also enjoys reading, horseback riding and gardening.

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