

SSW, INC.

Workforce Systems & Operational Strategy

UEI: C6CHUFFZ3C29 | CAGE: 19Z78 | MD SDB | SBE | WBE

Operational Readiness & Workforce Stability Assessment

Engagement Scope | 30 Day Engagement | Starting at \$7,500

SSW, Inc. provides a structured operational assessment designed to identify hidden workforce strain, reporting bottlenecks, and coordination risks before they impact organizational performance. The engagement produces a leadership-ready report outlining operational vulnerabilities, staffing pressure patterns, and stabilization opportunities.

WHAT'S INCLUDED

- Kickoff and scoping session with executive sponsor
- 5–8 stakeholder interviews across leadership, mid-level management, and frontline operations
- Workflow and reporting process review
- Operational analysis of staffing pressure, reporting friction, workflow coordination strain, and workforce instability patterns
- Leadership-ready report with executive summary, findings, and prioritized operational stabilization recommendations
- 60-minute findings presentation to executive team

ENGAGEMENT TIMELINE

- **Week 1** — Kickoff, document review, stakeholder interview scheduling
- **Week 2** — Stakeholder interviews and workflow review
- **Week 3** — Operational analysis and synthesis, draft findings
- **Week 4** — Final report delivery and executive presentation

WHAT'S NOT INCLUDED

- Implementation of recommendations or change management execution
- Ongoing operational support beyond the engagement period
- Additional departments or business units beyond the agreed scope
- Software, tooling, or system deployment
- Staff training or communication rollout

INVESTMENT & TERMS

- **Engagement fee** — Starting at \$7,500. Final scope and fee confirmed after scoping call.
- **Payment terms** — 50% upon signed agreement, 50% upon final report delivery.
- **Travel** — Virtual delivery included. On-site work quoted separately if requested.

NEXT STEPS

To move forward, reply to this scope with confirmation of interest and we will schedule a 30-minute scoping call to finalize stakeholder list, timeline, and engagement fee. A signed agreement and 50% deposit confirm the engagement start date.

Nadjean Sagesse, MS, DrPH(c) | Founder & CEO, SSW, Inc.

hello@sagesanctuarywellness.com | sagesanctuarywellness.com | Hyattsville, MD