

Dennis D. McDonald, Ph.D.

Temporary and part time support for strategy, research, and writing. Extensive project management, consulting, and business development experience. Cell: 703-402-7382 Residence: Alexandria, Virginia USA
Email: ddmed@ddmed.com Web site & writing samples: <http://www.ddmed.com/reports>

Capabilities

Writing & Editing

- Proposals, Project & Experience Summaries, White Papers, RFI responses, Blogging & Social Media, Marketing Collateral, Website Contents, Capability Statements. Also Book, Movie, & Media Reviews.

Project & Program Management

- Requirements Assessment, Data Governance Strategy and Tactics, Technology Strategy & Business Alignment, Project Planning, Costing, and Administration, Process Analysis & Documentation, Collaboration & Knowledge Sharing, Database & Portfolio Transformation & Consolidation, PMO Setup & Operation.

Business Development

- Pre-contract: Market Research, Business Prospecting, Requirements Definition.
- Proposal Support: Technical & Cost, Work Plan, Staffing, SME communication.
- Post-contract: Project Oversight, Case Study Development, Implementation Planning & Transition.

Industries

- Federal & Local Government; Nonprofits; Community Colleges, Trade & Professional Associations; International Development; National Science & Engineering; Industry: Auto & Truck; Insurance; Appliance; Computer Hardware & Software; Publishing, Medical Technology; Energy Utilities; Client work in US, England, France, Hong Kong, Germany, Sweden, Egypt, and Switzerland.

Examples of Proposal Work

DHA	Technical Volume: write and edit management approach for multi-location financial and acquisitions management software development and support.
DOL	Technical Volume: Write and edit management approach for supporting automation of DOL business processes using Robotics Process Automation (RPA), Machine Learning (ML), and Artificial Intelligence (AI) applications.
EPA	Edit final draft of technical volume regarding 508 compliance of upgraded agency wide communication software.
EPA	Technical proposal to upgrade EPA R&D performance through improved collaboration & knowledge transfer, followed by consulting contract work examining R&D program and project management requirements.
GSA	Coordinate online submission of technical, business, and financial information for a contractor team applying to a multi-agency contract (MAC) program.
NAE	Design social media program promoting girls' interest in engineering careers.
NIH NLM	Technical proposal to improve access to "grey literature" on emergency access to medical services, followed by consulting to design program improvements.
US Navy	Coordinate technical volume describing experimental approach to integrating battle group access to land, sea, and satellite based data sources.
NOAA	Technical Volume: Project Management Approach, Corporate Capabilities.
DoD	Edit capabilities' portions of client's proposal to renew multiyear contract supporting DoD logistics management.
US Army	Technical Volume: Write and edit portions of technical volume describing upgraded cybersecurity management.

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US Navy	Cost Volume: detailed spreadsheet based cost model of warehouse maintenance & operation based on RFP's subtask work volume estimates.
US Navy ONR	Technical Volume: Analyze 100+ task requirements then describe recommended processes & technology, challenges, data & metrics, technical approaches, team staff assignments, and overall project management.
USAF	Technical Volume: technical approach to improving acquisition management; adapt corporate capabilities statements describing relevant experience.
Virginia National Guard	Technical proposal: upgrade knowledge management and collaboration via SharePoint implementation.

Experience

McFunk Corp., Alexandria, VA, 2005 – Present

- **Proposal Support**
 - Plan, write and edit responses to RFIs, RFQs and RFPs for civilian and defense organizations.
 - Coordinate efforts with proposal development partners.
 - Develop business and technical proposals addressing program support, IT, cybersecurity, and database project requirements for both civilian and defense agencies.
 - Evaluate and synthesize staff resumes and corporate capabilities statements.
- **Research**
 - Researching use of large language model tools such as ChatGPT and GPT-4 to writing and project management tasks. See <https://www.ddmed.com/managing-technology/category/AI+Governance>
- **Project Management & Consulting**
 - Data governance assessment of CMS ACA system testing operations.
 - Community college data governance strategy.
 - Additional consulting and project work: PMO support for insurance data center consolidation; R&D program collaboration plan for large Federal agency; Communication support for project management process standardization; Sales prospecting & promotion for furniture distributor; Development of web based municipal open data portals; Collaboration strategy and metrics for managing SharePoint adoption; Communication plan, metrics, and social media for GI Bill; Enterprise collaboration software strategy and assessment; Social media promotion of engineering and STEM careers; Communication strategies for professional & trade groups; Management strategy for disaster response information.

VP & Co-Owner, Technology Consulting Associates, Atlanta, GA, 1999 - 2005

Management, administration, business development, financial P&L control for 80-person consulting firm. Managed systems integration, database consolidation, IT strategy, and IT cost analysis projects. Project work:

- Built & managed program management office (PMO) for multi-state energy utility's 18-month/300-person customer system database & software consolidation effort where tasks included: Model, analyze, and estimate database consolidation costs; Interview, hire, and onboard project staff; Develop work breakdown structure (WBS) and project plan for consolidation of customer databases and application software; Develop and implement monthly reports of progress against work plan using Earned Value method; Manage all contractor and client staff time reporting against Artemis based project plan integrated with MS Project and MS Access.

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- Developed and managed an enterprise-wide IT service cost analysis and application portfolio assessment for a major Midwestern energy utility. Work included: Business and technical assessment of application portfolio, application retirement planning, and application consolidation planning; Developed and implemented a real-time collaborative application assessment process involving IT staff located in multiple cities.

Sr. Principal, Technology Solutions Company (TSC), Chicago, IL, 1997 – 1999

- Customer relationship management system planning for multinational insurance firm's Hong Kong division. Work included onsite interviewing, requirements analysis employing Booch methodology, and construction of MS Access database to manage and analyze support software requirements.
- IT cost analysis, IT strategy, and project selection methodology for life insurance firm.
- Developed a metrics-based approach for project portfolio selection and management.

Education & Certification

- Cybersecurity Maturity Model Certification (CMMC) Registered Practitioner (RP) 2021.
- MLS & Ph.D., Library & Information Science, Univ. of Maryland. Ph.D. Dissertation: Mathematical Modeling of Journal Selection Decisions by Cancer Researchers and Astrophysicists.
- BA, Psychology, Ohio State University, Columbus, Ohio.

Tools

- Project management & PMO support: MS Project, Artemis, Basecamp, SoftPMO.
- Collaboration & knowledge sharing: SharePoint, Jive, Google Drive/Google Docs.
- AI, Data management, access, and analytics: ChatGPT and GPT-4, Visible Thread, Tableau, Socrata, MS Access, MS Excel.
- Communication & customer support: Word, Mailchimp, Visio, PowerPoint, MS Dynamics 365, ClickDimensions, Symphony Procurement Suite.

Volunteering

- Member, NIST Generative AI Public Working Group (NIST GAI-PWG) (2023-present)
- Member, Alexandria Public Records Advisory Commission (2023-present)
- Alexandria Film Festival (2016-present: festival promotion, event photography, email management, grant applications, film reviewing).
- Alexandria Country Day School (board member & secretary for 6 years).