

Gary-Buchanan Enterprises, LLC

Capabilities Statement

Tax ID Number	64-0944917
DUNS Number	152124892
CAGE Code	3X6U4
Business Location	972 Garvin Street Jackson, MS 39206-5020
Mailing Address	P. O. Box 16501 Jackson, MS 39236
Contact:	Debra A. Buchanan, EdD
Telephone numbers:	(601) 988-8890 or (601) 214-0163
Email address:	debra@enterprisesgbe.com
Website address:	www.enterprisesgbe.com
Professional Profile:	https://www.linkedin.com/in/debraabuchanan
Classification:	Small, Disadvantaged, Minority, Woman Owned
NAICS Codes (2017):	522310 Brokers' offices, loan 531210 Agents, real estate 541120 Offices of Notaries 541611 Administrative Management and General Consulting Services 541720 Demographic research and development services 541910 Public opinion research services 611430 Professional development training

COMPANY PROFILE

Gary-Buchanan Enterprises was established in 2001 in Jackson, Mississippi as a home-based business providing management and general services in the public and private sectors.

LEADERSHIP

Dr. Debra A. Buchanan is the owner and managing member of Gary-Buchanan Enterprises, LLC. She has more than 30 years' experience in higher education administration. Her education and professional experiences in higher education were acquired in three states (Mississippi, Iowa, and Oklahoma). Professional experiences include the following:

- Needs assessment and program development
- Staff supervision and development
- Program evaluation and assessment
- Program accreditation and assessment
- Research and professional writing
- Budget development and management
- Strategic planning facilitator
- Housing operations/facilities maintenance
- Housing renovation/capital projects
- Intra- and Inter-university collaborations
- Distance learning programs administration
- Undergraduate and graduate instruction
- Team project development and coordination

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SERVICES

Team Building

Build teams of seasoned professionals to perform contracted services

Program Development

Program administration and implementation

Academic program accreditation assessment and assistance

Research

Program assessment

Survey development and administration

Data collection, analysis, management, and reporting

Test administration, proctoring, and scoring

Performance and Planning

Needs Assessment

Strategic planning

Other

Proofreading, editing, and typing

Data entry and verification

Public speaking

Professional development programs

Broker Price Opinions

CERTIFICATIONS

Mortgage Loan Originator

Closing/Signing Agent, National Notary Association

Paralegal, Duke University

Minority/Woman-Owned and Operated Business Enterprise by the Mississippi Development Authority's Minority and Small Business Development Division and as a Disadvantaged Business Enterprise (DBE) by the Jackson Municipal Airport Authority.