



BLUE CRAB BOOKS LLC

Federal Micro-Services Overview (WOSB)

Technical Writing • Editing • Documentation • Publication Support

Blue Crab Books LLC is a Woman-Owned Small Business (WOSB) providing fast-turn, micro-purchase-ready writing, editing, documentation, and publication support for federal agencies, prime contractors, and small businesses. With more than 25 years of experience supporting CMS, HHS, NIH, DHS/U.S. Coast Guard, Census, and major federal contractors, we deliver clear, accurate, compliance-focused content aligned with federal standards and mission requirements.

Micro-Purchase Ready Services

Ideal for micro-purchases (\$3,500–\$15,000) and simplified acquisitions.

Technical Writing & Documentation

- Technical document updates and rewrites
- SOPs, policies, and procedural documentation
- Requirements and process documentation
- Training and instructional materials
- Technical and program narratives
- Publication-ready deliverables

Proposal Editing & Compliance Support

- Proposal writing and editing
- Compliance reviews and requirement analysis
- RFP/RFI/RFQ response support
- One-voice editing and quality assurance
- Color-team editing and production support

Document Formatting & Template Creation

- Professional formatting and layout
- Custom Word templates and style guides
- Document modernization and content standardization
- Publication-ready formatting

Section 508 Accessibility Support

- Accessible PDF creation
- Alt-text, tagging, and reading-order correction
- Accessibility remediation and compliance checks

Communications & Content Strategy

- Executive and program communications
- Messaging and editorial planning
- Content organization and information synthesis
- Outreach and informational materials

Web Content & CMS-Ready Updates

- Web content writing and editing
- UX-focused content improvements
- CMS-ready content blocks and updates

Quick-Turn Micro-Services

Fast delivery for small, urgent federal needs.

- 72-hour editing (up to 25 pages)
- SOP/policy update (5-day turnaround)
- Template creation (3–5 custom templates)
- Accessibility fixes (PDF tagging + alt-text)
- Short technical briefs and summaries

Federal Experience

Blue Crab Books brings extensive experience supporting federal programs across healthcare, research, homeland security, and government services.

Agencies Supported:

- Centers for Medicare & Medicaid Services (CMS)
- U.S. Department of Health and Human Services (HHS)
- National Institutes of Health (NIH)
- Department of Homeland Security — U.S. Coast Guard
- U.S. Census Bureau

Federal Contractor Experience: Optum • Wipro • GDIT/QSSI • Kforce • CSC • Xerox • Lockheed Martin

Why Agencies Choose Blue Crab Books

- 25+ years of senior-level writing and documentation experience
- Deep federal domain expertise (CMS, HHS, NIH, DHS, Census)
- Clear, accurate, compliance-focused content
- Strong collaboration with SMEs, PMs, technical teams, and stakeholders
- Fast-turn deliverables ideal for micro-purchases
- WOSB (Women-Owned Small Business) – Certification Pending
- SAM.gov Registered – Active

NAICS Codes

- 561410 — Document Preparation Services (Primary)
- 541430 — Graphic Design Services
- 541611 — Administrative & Management Consulting Services
- 541618 — Other Management Consulting Services
- 541512 — Computer Systems Design Services (Web/CMS Content)
- 513130 — Book Publishers

Contact

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