



Elevate & Automate Consulting, LLC

FEDERAL CAPABILITY STATEMENT

Operational clarity. Smarter systems. Stronger execution.

UEI
LFMAFHABHWM7

CAGE
21F75

CERTIFICATION
SBA-Certified WOSB

PRIMARY NAICS
541611

GOVERNMENT PURCHASING **Accepts Government Purchase Cards (GPC)** · Available for micro-purchase and simplified acquisition awards under current federal acquisition thresholds

COMPANY OVERVIEW

Elevate & Automate Consulting, LLC is an SBA-Certified Women-Owned Small Business (WOSB) providing management consulting and operational modernization services to government and commercial organizations. The firm is Texas-based and serves federal agencies nationwide through remote delivery. EAC strengthens operations through business process improvement, process documentation and SOP development, workforce enablement, and workflow modernization, bringing Fortune 100 operating discipline to organizations that need structure, consistency, and reliable execution. AI-assisted tools are applied where they improve efficiency; the foundation is operational rigor, documentation quality, and process discipline.

CORE COMPETENCIES

- ◆ Administrative & General Management Consulting
- ◆ Business Process Improvement & Operational Modernization
- ◆ SOP Development & Process Documentation
- ◆ Workflow Design & Optimization
- ◆ CRM Architecture & Implementation
- ◆ AI-Assisted Workflow Enablement
- ◆ Digital Infrastructure Remediation
- ◆ Program & Project Support and Coordination
- ◆ Training, Workforce Enablement & Knowledge Transfer
- ◆ Organizational Effectiveness & Operational Readiness

DIFFERENTIATORS

- ◆ SBA-Certified Women-Owned Small Business (WOSB), eligible for WOSB set-aside and sole-source awards
- ◆ 20 years of enterprise operations experience at IBM and AWS supporting executive leadership, legal operations, and global programs, including 8 years supporting IBM's Global Chief Strategist
- ◆ Fortune 100 operating discipline adapted for small business and public-sector environments
- ◆ B.S. in Workforce Education & Development, applied to training design and workforce enablement
- ◆ Strength in documentation, coordination, confidential operations, and execution under complex conditions

RELEVANT EXPERIENCE

Founder & Principal Consultant, Elevate & Automate Consulting 2025–Present
Operational audits, SOP libraries, workflow modernization, CRM architecture, and client onboarding systems for founder-led and service organizations.

Independent Operations Consultant 2017–2025
Process documentation, CRM cleanup, and onboarding workflows for small and family-owned businesses.

Executive Strategy & Operations Experience
IBM (17 yrs) • AWS IoT (3 yrs)
Supported executive leadership through strategic planning, executive operations, legal operations support, global program coordination, stakeholder management, and confidential business execution across Fortune 100 environments. Founder experience prior to EAC.

Education & Credentials
B.S., Workforce Education & Development (Southern Illinois University). Google AI Professional Certificate; Salesforce Administrator (Introduction).

CORPORATE DATA

LEGAL NAME Elevate & Automate Consulting, LLC	NAICS 541611 Administrative & General Management Consulting (Primary)	PSC R408 Program Management/Support
ENTITY TYPE Limited Liability Company (Texas)	541512 Computer Systems Design Services	R499 Professional Support (Other)
CERTIFICATION SBA-Certified Women-Owned Small Business (WOSB)	541618 Other Management Consulting Services	R707 Contract/Procurement/Acquisition Support
SAM.GOV Active	561110 Office Administrative Services	R799 Management Support (Other)
UEI: LFMAFHABHWM7	611430 Professional & Management Development Training	U001 Education/Training, Lectures
CAGE: 21F75		U008 Education/Training, Curriculum Development