

# Business Process Automation (BPA)

**Company Name** eliteBco, LLC (founded in 2009)  
dba Elite Business Consultants

**Owner** Luis A. Baez-Black, CPA, *President & CEO*

**DUNS | CAGE No.** 962880782 | 690R5

**Value Proposition to Federal Agencies**



**Process Automation and Tracking**

- Give life to your standard operating procedures by implementing a Business Process Automation solution
- Evaluate performance and identify bottlenecks
- Make sure tasks are performed according to standards

**100% Adaptable System for a Perfect Fit**

- Customizable to precisely fit your business processes
- Scalable and adaptable as your business grows and evolves in the future

**Turnkey System Offers Ease of Use and Mobile Access**

- With pre-configured processes, you can start using the system without much effort
- Define business and escalation rules graphically

**Ease of Integration**

- Standard integration works out of the box, including email, Exchange, LDAP, and single sign-on
- Easy integration with custom software



**Services**

**Business Process Automation (BPA) Services**

- Process Management Consulting
- Data Quality Plans
- Data Audits, Mining and Quality Control
- Business Intelligence and Database Integration

**Additional Services**

- Document Digitization and Content Management
- Disaster Recovery
- Outsourcing and Out-Tasking

**NAICS Codes**

**Core NAICS Codes**

- 541611:** Admin Mgmt & General Mgmt Consulting Svcs
- 541511:** Custom Computer Programming Svcs
- 541512:** Computer Systems Design Services
- 541519:** Information Technology Value Added Resellers
- 518210:** Data Processing, Hosting, and Related Services

**Additional NAICS Codes**

- 511210:** Software Publishers
- 541513:** Computer Facilities Mgmt Services
- 561110:** Office Administrative Services
- 541211:** Offices of Certified Public Accountants

**Contract Vehicles**

- 8(a) Set-Aside
- HUBZone Set-Aside
- GSA Schedule 70 (47QTCA20D002V)

**Supplier Diversity**

- Certified 8(a) (expires 6/21/2022)
- Certified HUBZone
- Minority Business Enterprise (MBE)

**Notable Clients**

- HUD
- GSA
- U.S. Army
- U.S. Navy
- USAID
- DHS
- Department of Labor

**Why We are Different**

**Specialized Software.** We are experts at implementing Agiloft, a sophisticated state-of-the-art Business Process Management solution delivered through software as a service (SaaS) or on premise.

**Project Management Approach.** We manage risks, reporting, and quality control of all the work we perform.

**Process Design.** We analyze and improve our processes to achieve operational efficiencies at every step, documenting changes to our standard operating procedures whenever needed.

**Bi-Lingual.** We are fluent in English and in Spanish.

**Contact Information**

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