



# CAPABILITY STATEMENT



## COMPANY OVERVIEW

VAAS Professionals, LLC is a solutions driven business consulting firm, specializing in Certified Professional Accounting (CPA) and Management Consulting services. Since 2003, we have built our brand and strong reputation through providing customized, efficient, and timely service to both private and public sectors. Our team of professionals are industry qualified and capable of delivering solutions to meet your needs.

**UEI #:** NEKPKQH11J5

**CAGE Code:** 67ZW6

**GSA Schedule:** 47QRAA21D003W

**Certifications:** SBA 8(a) Certified (Exp. 10/2025)

### 541211 - Office of Certified Public Accountants

541219 - Other Accounting Services

541611 - Administrative Management Consulting

541618 - Other Management Consulting Services

541690 - Scientific and Technical Consulting

541990 - Professional, Scientific & Technical Services

561110 - Office of Administrative Services

561210 - Facilities Support Services

561499 - All Other Business Support Services



## PERFORMANCE OVERVIEW



## CORE COMPETENCIES

### FINANCIAL MANAGEMENT

- Budget Formulation & Accounting Execution
- Financial Reporting & Compliance
- Risk Management
- Audit & Attestation Services
- Fiscal Monitoring & Oversight
- Fraud, Waste & Abuse
- Internal Control System Evaluation & Recommendation

### CHANGE MANAGEMENT

- Business Process Analysis & Recommendation
- Business Process Design & Implementation
- Program Audit & Assessment
- Executive Team Training

### MANAGEMENT CONSULTING

- Program & Project Management
- Grants Review & Management
- Operational Support Services
- Strategic Business Consulting
- Communication Services

### PROFESSIONAL SUPPORT SERVICES

- Data Management & Analysis
- Laboratory Services & Training
- Scientific Research
- Executive Administrative Support
- Transcription & Document Compilation
- Staff Augmentation



## NCIRD VACCINE DISTRIBUTION SUPPORT

Centers for Disease Control and Prevention (CDC)  
05/2022 - 04/2023

- Served as a point of contact to assist vaccine recipients resolve issues during the micro-planning, allocation, ordering, receipt, and administration of the COVID-19 vaccines
- Monitored recipients' COVID-19 planning and provided assistance to ensure orders were placed timely and processed through the appropriate systems
- Educated recipients and provided technical assistance on the use of data systems and procedures for placing, tracking, and receiving vaccine orders
- Served as a liaison between jurisdictions and partner programs, including federal vaccination programs, and federal entities as needed with the CDC's Vaccine Coordination Cell (VCC)



## NCDB BUDGET ANALYSIS

Centers for Disease Control and Prevention (CDC)  
06/2018 - 05/2021

- Supported the Global Noncommunicable Disease Branch (NCDB) by strengthening the capacity of low and middle income countries (Argentina, Brazil, Barbados, Cayman Islands, Peru, Mexico, Virgin Islands, Uruguay) to plan, create policies, and manage programs that address noncommunicable diseases (NCDs)
- Provided technical assistance through statistical support for the design, development and implementation of population-based surveys assessing NCD risk factors
- Provided support to CDC to establish and maintain data quality assurance and management standards, as well as, provided expertise on study design, data interpretation, statistical analysis and dissemination of results
- Prepared background papers and reports or other documentation



## DGHT COMMUNICATIONS SUPPORT

Centers for Disease Control and Prevention (CDC)  
06/2016 - 06/2020

- Strategized innovative ways to utilize the Division of Global HIV and Tuberculosis' communications platforms (internal, external, and intra-agency), and optimize its reach for the promotion of program contributions against global HIV/AIDS and TB
- Collected and analyzed data used in their communications, assisted in the preparation of reports and presentations, and planned national events aiding in the education of HIV/AIDS and Tuberculosis
- Assisted with document management, meeting and travel logistics, and basic administrative duties like scheduling, responding to internal and external communications, and maintaining sensitive documents



## TB PROFESSIONAL SUPPORT SERVICES

Centers for Disease Control and Prevention (CDC)  
05/2016 - 06/2026

- Perform financial risk assessments for the Deputy Branch Chief's Department sustainable global prevention and control programs; thus far, we have performed over 600 reviews and GAP Analysis, including our quarterly reconciliation services conducted in relation to the branch's budget and un-liquidated obligations (ULO)
- Provide the branch with in-depth research and analysis activities focused on a variety of potential administrative and small purchasing issues
- Coordinates with the public health advisors to process and execute new contracts and monitor existing contracts, payment of invoices, and travel processing using common agency systems like Integrated Contract Expert (ICE) system and ConCur

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[www.vaasprofessionals.com](http://www.vaasprofessionals.com)