



USA STRATEGIC SOLUTIONS LLC

Woman Veteran-Owned | Mission-Focused | Solutions-Driven

Program Management | Administrative Support | Training Coordination | Strategic Communications | Acquisition Support

COMPANY OVERVIEW

USA Strategic Solutions LLC is a Houston-based woman veteran-owned government services firm providing program management, administrative support, training coordination, strategic communications, acquisition support, and organizational support services to government agencies, prime contractors, and mission-focused organizations.

MISSION STATEMENT

Our mission is to provide dependable, professional, and mission-focused support that helps agencies, prime contractors, and organizations manage programs, coordinate deliverables, strengthen operations, and achieve results with accuracy, accountability, and integrity.

CORE COMPETENCIES

Program Management Support: Project coordination, action-item tracking, meeting support, status reporting, deliverable tracking, risk/issue tracking, and program documentation.

Administrative & Executive Support: Calendar coordination, document preparation, correspondence support, briefing materials, records tracking, meeting logistics, office support, and data organization.

Training & Workforce Development: Training coordination, onboarding support, curriculum support, facilitation assistance, workforce engagement, training materials, and professional development support.

Strategic Communications: Stakeholder messaging, briefing documents, talking points, newsletters, communication plans, presentation support, and change-management support.

Acquisition & Contract Support: PWS review support, deliverable tracking, invoice support, contract file organization, meeting minutes, contractor coordination, and compliance tracking.

Organizational Support: Workflow support, process improvement, policy/procedure support, task management, organizational planning, performance tracking, and staff coordination.

CUSTOMERS WE SUPPORT

- Federal agencies and state/local governments
- Prime contractors and subcontracting teams
- Regulatory, policy, workforce, and administrative mission-support offices
- Commercial and nonprofit organizations requiring organized operational support

DIFFERENTIATORS

- Woman veteran-owned leadership
- Federal mission support experience
- Strong program, administrative, and documentation capability
- Detail-oriented meeting minutes, action tracking, and deliverable coordination
- Experience supporting policy, regulatory, workforce, and organizational initiatives
- Professional, timely, responsive, and confidentiality-minded support

COMPANY DATA

Legal Name: USA Strategic Solutions LLC

Business Type: Texas Limited Liability Company

Ownership: Woman Veteran-Owned

Location: Houston, Texas

UEI: Pending

CAGE Code: Pending

SAM.gov: Pending

Certifications: WOSB | VOSB | SDVOSB | Texas HUB - Pending, if applicable

NAICS CODES

541611 - Administrative Management and General Management Consulting Services

541612 - Human Resources Consulting Services

541618 - Other Management Consulting Services

541990 - All Other Professional, Scientific, and Technical Services

561110 - Office Administrative Services

611430 - Professional and Management Development Training

CONTACT

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USA Strategic Solutions LLC provides acquisition and contract support services and does not perform inherently governmental functions or make procurement decisions on behalf of the government.