

## Turn-Key Backoffice Support Services Optimized for Scalability and Cost Efficiency

At NextPhase Solutions, we provide comprehensive back-office support that empowers small and medium-sized businesses to focus on growth. From payroll processing to HR administration, IT services, and benefits administration, our solutions are seamlessly integrated to enhance efficiency and ensure compliance. Designed for scalability, we deliver cost-effective services tailored to meet your unique business needs, allowing you to streamline operations and achieve long-term success.

## WHO WE SERVE



### Government Contractors

We specialize in providing end-to-end back-office solutions for government contractors, ensuring compliance with federal regulations while streamlining operations. From DCAA audits to SAM registration, our tailored services help contractors stay competitive and focused on their mission-critical goals.



### Set-Aside Businesses

We offer specialized support for set-aside businesses, ensuring they maximize opportunities within government contracting programs. Our compliance-driven solutions meet program requirements and achieve long-term success.



### Commercial Businesses

We provide customized back-office solutions for small commercial businesses, helping them streamline operations, manage compliance, and reduce administrative burdens. Our scalable services are designed to support growth and allow business owners to focus on delivering value to their customers.

## A Competitive Edge in Workforce Management.

## Why Choose Us

- ✓ Client-Centric Focus
- ✓ Innovation and Excellence
- ✓ Integrity



## CONTACT US

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Fairfax, VA

## OUR SERVICES

### PAYROLL

We streamline payroll operations with tax compliance, reporting, remote services, and advanced time-tracking tools.

### HR ADMIN

Our HR services simplify employee management, from onboarding and benefits administration to compliance and policy guidance.

### RECRUITING

We provide full-cycle hiring support tailored to help businesses attract and onboard the right talent efficiently.

### IT

Our IT solutions include scalable cloud-based tools and Microsoft Office 365 implementation to enhance productivity and security.

### STARTUP

We assist startups with incorporation, EIN applications, compliance, and the creation of essential business and marketing documents.

### AUDIT/COMPLIANCE

We help government contractors navigate DCAA compliance, submit PBRs and ICS reports, and prepare for benefits audits to ensure regulatory adherence.

## CLIENT SPOTLIGHT

### QUANTUMFRONTIER, LLC

NextPhase Solutions provided comprehensive back-office support for QuantumFrontier, LLC, ensuring a smooth business launch, implementing corporate branding, HR infrastructure, and a DCAA compliant accounting system for efficient operations.

### APEX PERFORMANCE, LLC

For Apex Performance, NextPhase Solutions delivered a comprehensive startup package, including incorporation, EIN registration, and state compliance setup. We also developed their Corporate Strategy deck, helping define their business vision and growth trajectory, ensuring they were well-positioned for success.

### FILMSOURCE GOVERNMENT SOLUTIONS, LLC

NextPhase Solutions provided complete startup support for FilmSource Government Solutions, handling all aspects of business incorporation, branding, and corporate identity. Additionally, we crafted a Corporate Strategy deck, equipping them with a structured roadmap to navigate the competitive government contracting space.

**CAGE:** 0VQA7

**UEI:** YB27FL11PUN3

**NAICS:** 541612, 541214, 541519, 541611, 561311

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Let NextPhase Solutions streamline your back-office operations with expert HR, payroll, compliance, and IT support. Email us at [info@nextphasehr.com](mailto:info@nextphasehr.com) to get started!