UNITED STATES DEPARTMENT OF COMMERCE
Chief Financial Officer
Assistant Secretary for Administration
Washington, D.C. 20230

U.S. DEPARTMENT OF COMMERCE
AGENCY STRATEGY PLAN

CONTRACTING WITH SERVICE-DISABLED VETERANS' BUSINESSES (EXECUTIVE ORDER 13360)

Department or Agency: Department of Commerce

Designated Senior-level Official: Michael S. Sade
Director for Acquisition Management
and Procurement Executive

Michael S. Sade

Agency Strategy: The Department of Commerce supports and will work to fully implement Executive Order 13360, Service-Disabled Veterans. The Department's mission is to strengthen the economy and create jobs. Since job growth is propelled by small business, including service-disabled veteran owned small business (SDVOSB)—currently an underutilized resource, the Department sees the objectives of EO 13360 as completely aligned with its mission.

Accordingly, the Department will take actions on many levels to promote and provide contracting and subcontracting opportunities for service disabled veteran businesses. Actions taken or planned to implement this EO include:

- Designating the Director for Acquisition Management and Procurement Executive as the senior level official responsible for development and implementation of Commerce's agency strategy for purposes of EO 13360;
- Promoting the agency strategy on the Office of Small and Disadvantaged Business Utilization (OSDBU) and the Office of Acquisition Management and Financial Assistance (OAMFA) websites;
- Reporting progress on implementing the agency strategy annually to SBA;
- Measuring and evaluating the Department's small business accomplishments, including service disabled veteran business accomplishments, via the socio-economic portion of the Commerce Balanced Scorecard.

Strategy Plan specifics:

- Requiring contracting officers, as part of acquisition planning, to (a) document market research results and steps taken to exchange information with the small business industry, especially businesses owned by service-disabled veterans, to make them aware of upcoming acquisitions and garner interest; and (b) document rationale for acquisition strategies, including consideration given to restricting acquisition to small business, e.g., SDVOSB;

- Promoting the use of (and have present as exhibitors) SDVOSB at the Department's 2005 Conference for Acquisition Personnel and Contracting Officers' Representatives;

- Designating an OSDBU business specialist to be responsible for making SDVOSB aware of upcoming contract opportunities and providing contracting officers with information on SDVOSB for consideration as part of acquisition planning;

- Providing a link on the OSDBU website to the Veterans Information Pages (VIP), http://www.vetbiz.gov, as a reference tool for contracting officers;

- Promoting participation of SDVOSB as subcontractors by assigning meaningful weights to subcontracting plans and subcontracting past performance as part of the proposal evaluation method, and by including performance incentives when appropriate;

- Facilitating an outreach opportunity bringing together prime COMMITS Next Gen contractors (under the Department's $8B GWAC for IT) with interested SDVOSB as a means of satisfying potential subcontracting opportunities;

- Monitoring and evaluating prime contractors' efforts to meet subcontracting goals by using SBA's soon-to-be-deployed Electronic Subcontracting Reporting System (eSRS);

- Making Commerce personnel aware of training available on applicable law and policies relating to the participation of SDVOSB in Federal contracting, such as Defense Acquisition University's Service-Disabled Veteran-Owned Small Business Program on-line course;

- Developing a policy for the Commerce Acquisition Community to address increased usage of SDVOSB.