

U.S. Small Business Administration

Fiscal Year 2011

Small Business Procurement Scorecard

Grade Calculation Methodology

FY2011 federal contracting data retrieved from FPDS-NG on 4/27/2012 for the date range 10/1/2010 through 9/30/2011

The new scorecard (as of FY2009) facilitates the continual improvement of small business contracting performance by providing greater clarity and transparency of agency progress towards meeting the statutory small business prime contracting goals. These revisions are part of the agency's continuing efforts to strengthen the integrity of the data on small business contracting, as well as expand opportunities for small businesses to compete for and win federal contracts.

There are three main areas of improvement to the new scorecard;

1. An overall grade is being introduced that holistically assesses an agency's entire small business procurement performance along three quantitative measures;
 - Prime contracting achievement
 - Subcontracting achievement
 - Success Factor performance (revised for FY11)

Small Business Procurement Scorecards before FY2009 only addressed prime contracting achievement and did not offer an overall grade to assess the comprehensive procurement practices of an agency.

2. Starting in FY2009, the SBA moved from a color based methodology that used three potential grade ranges (green, yellow, red) to a letter grade based methodology that has six potential grade ranges (A+, A, B, C, D, F). Expanding the number of grade ranges allows for more distinction among different agencies' performance.
3. Starting in FY2009, the SBA incorporated a quantitative measurement of subcontracting and success factor categories which were not previously measured. These two additions are important because they help explain the totality of an agency's small business utilization efforts.

The new scorecard format measures the total performance of an agency's achievements in a more transparent and consistent method

Agency Small Business Scorecard Grade Calculation Methodology

Achievement Category	Achievement Category Components	Component Weight	Weight of Category Achievement toward Overall Grade																																																									
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Agency Achievement Example

Prime Contracting			Sub Contracting			Success Factors (new for FY11)
	Goal (%)	Achievement (%)		Goal (%)	Achievement (%)	
Small Business	31.90	32.38	Small Business	40.00	49.27	The Agency demonstrated, through action and documented evidence, a commitment to utilize small businesses to obtain goods and services.
SDB	5.0	14.18	SDB	5.0	10.14	The agency's senior leadership (e.g., senior procurement executive, senior program managers, and OSDDBU director) demonstrated, through action and documented evidence, that they have clearly communicated the importance of achieving the agency's Small Business contracting goals through the chain of command to the contracting officer level.
WOSB	5.0	7.86	WOSB	5.0	10.89	The Agency demonstrated, through action and documented evidence, a commitment to small business contracting data quality.
SDVOSB	3.0	1.91	SDVOSB	3.0	1.51	The Agency demonstrated a commitment to small business utilization through regular training of acquisitions staff on the issues/procedures/policies/regulations impacting small businesses.
HUBZone	3.0	2.70	HUBZone	3.0	2.98	The Agency demonstrated, through action and documented evidence, a commitment to growing their small business supplier base and increasing awareness of contracting opportunities for small businesses
SDB = Small Disadvantaged Business WOSB = Woman Owned Small Business SDVOSB = Service Disabled Veteran Owned Small Business HUBZone = Small Business located in a Historically Underutilized Business Zone						The Agency demonstrated, through action and documented evidence, a commitment to expanding subcontracting opportunities for small businesses.
						The Agency demonstrated, through action and documented evidence, efforts to unbundle contracts. If the Agency bundled contracts, has it documented and published their rationale.

Calculating Prime Contracting Score

1	Category Component Achievement		Goal		Achievement Score		Component Weight		Weighted Performance
Small Business	32.38%	/	31.90%	=	101.50%	X	60.0%	=	61.90%
SDB	14.18%	/	5.0%	=	150.00%*	X	10.0%	=	15.00%
WOSB	7.86%	/	5.0%	=	150.00%*	X	10.0%	=	15.00%
SDVOSB	1.91%	/	3.0%	=	63.67%	X	10.0%	=	6.37%
HUBZone	2.70%	/	3.0%	=	90.00%	X	10.0%	=	9.00%
									106.27
									Prime Score

*achievement score capped at 150.00%

Calculating Sub Contracting Score

2	Category Component Achievement		Goal		Achievement Score		Component Weight		Weighted Performance
Small Business	49.27%	/	40.00%	=	123.18%	X	60.0%	=	73.91%
SDB	10.14%	/	5.0%	=	150.0%*	X	10.0%	=	15.00%
WOSB	10.89%	/	5.0%	=	150.0%*	X	10.0%	=	15.00%
SDVOSB	1.51%	/	3.0%	=	50.33%	X	10.0%	=	5.03%
HUBZone	2.98%	/	3.0%	=	99.33%	X	10.0%	=	9.93%
									118.87
									Sub-k Score



*achievement score capped at 150.00%

Calculating Success Factors Score

 Success Factors	Performance
The Agency demonstrated, through action and documented evidence, a commitment to utilize small businesses to obtain goods and services.	1
The agency's senior leadership (e.g., senior procurement executive, senior program managers, and OSDBU director) demonstrated, through action and documented evidence, that they have clearly communicated the importance of achieving the agency's Small Business contracting goals through the chain of command to the contracting officer level.	1
The Agency demonstrated, through action and documented evidence, a commitment to small business contracting data quality.	1
The Agency demonstrated a commitment to small business utilization through regular training of acquisitions staff on the issues/procedures/policies/regulations impacting small businesses.	1
The Agency demonstrated, through action and documented evidence, a commitment to growing their small business supplier base and increasing awareness of contracting opportunities for small businesses	1
The Agency demonstrated, through action and documented evidence, a commitment to expanding subcontracting opportunities for small businesses.	1
The Agency demonstrated, through action and documented evidence, efforts to unbundle contracts? If the Agency bundled contracts, has it documented and published their rationale.	1



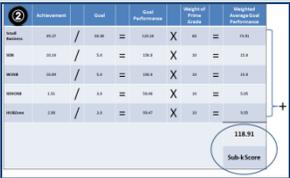
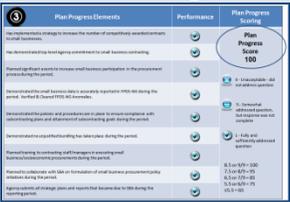
**Total Score =
Success Factor Average score/7**

- 1.0 - Success Factor fully addressed and sufficient evidence provided
- 0.5 - Success Factor partially addressed and less than sufficient evidence provided
- 0.0 - Success Factor not addressed and/or no evidence provided

**Success
Factors
Score
100.00**

Agency success factor performance is scored by a peer review panel of OSDBU/OSBP directors

Calculating Agency Overall Small Business Procurement Grade

Achievement Category	Category Score		Weight of Category toward Overall Grade		
① Prime 	106.27%	X	80%	=	85.02%
② Subcontracting 	118.87%	X	10%	=	11.89%
③ Plan Progress 	100.0%	X	10%	=	10.0%
A+ ≤ 150% but ≥ 120% A < 120% but ≥ 100% B < 100% but ≥ 90% C < 90% but ≥ 80% D < 80% but ≥ 70% F < 70%					Overall Small Business Performance Grade A





Questions

SBA.gov Small Business Procurement Scorecards

<http://www.sba.gov/content/small-business-procurement-goaling-scorecards>

Small Business Industry Groups and Members of the Press

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Please contact the SBA's Office of Government Contracting

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