Small Business Procurement Advisory Council (SBPAC) Report to Congress

Fiscal Year 2016

Small Business Procurement Advisory Council (SBPAC) Report to Congress for Fiscal Year 2016

The Small Business Procurement Advisory Council (SBPAC) was established by Section 7104(b) of the Federal Acquisition Streamlining Act of 1994 (15 U.S.C. 644 note). The SBPAC is required by Section 7104(b)(5) to submit an annual report to the Committee on Small Business of the House of Representatives and the Committee on Small Business and Entrepreneurship of the Senate. The annual report must include:

1.   comments submitted by SBPAC members to appropriate regulatory authorities reflecting positions on proposed procurement regulations affecting the small business community during the 1-year period ending on the date on which the report is submitted, including any outcomes related to the comments;

2.   results of reviews of each Office of Small and Disadvantaged Business Utilization (OSDBU) established under section 644(k) of the Small Business Act to determine the compliance of each Office with requirements under such section; and

3.   best practices identified for maximizing small business utilization in Federal contracting that may be implemented by Federal agencies having procurement powers during such 1-year period.

As the Chairman of the SBPAC, the Small Business Administration provides the annual report for Fiscal Year (FY) 2016.

During FY 2016, there were no comments submitted by SBPAC members to appropriate regulatory authorities reflecting positions on proposed procurement regulations affecting the small business community and consequently no reportable outcomes related to the comments.

For FY 2016, the SBPAC conducted peer reviews of each Office of Small and

Disadvantaged Business Utilization established under section 644(k) of the Small Business Act to determine the compliance of each Office with requirements under such section as "success factors" in calculating the agency Small Business procurement scorecard. The results of reviews of each agency OSDBU is summarized in Table 1 from agency self- reporting of the "success factors" and the related SBPAC peer reviews of eight subsections of 15 U.S. Code § 644(k) and a quick reference guide to the assessed 15 USC§ 644(k) subsections is provided in Table 2.

TABLE 1 – Results of Peer Reviews of OSDBU Compliance with 15 U.S. Code § 644(k)								
AGENCY	Compliance with 15 U.S. Code § 644(k) subsections							
	(k)	(1)	(2)	(3)	(7)	(8)	(15)	(16)
Department of Agriculture	YES	YES	NO[1]	YES	NO	YES	YES	YES
Department of Commerce	YES	YES	NO	YES	NO	YES	YES	YES
Department of Defense[2]	YES	YES	YES	YES	YES	YES	YES	YES
Department of Education	YES	YES	NO	YES	YES	YES	YES	YES
Department of Energy	YES	YES	YES	N	YES	YES	YES	YES
Department of Health and Human Services	YES	YES	YES	N	YES	YES	YES	YES
Department of Homeland Security	YES	YES	YES	YES	YES	YES	YES	YES
Department of Housing and Urban Development	YES	YES	YES	YES	YES	YES	YES	YES
Department of Interior	YES	YES	YES	YES	NO	YES	YES	YES
Department of Justice	YES	YES	NO	YES	YES	YES	YES	YES
Department of Labor	YES	YES	NO[1]	YES	YES	YES	YES	YES
Department of State	YES	YES	YES	YES	YES	YES	YES	YES
Department of Transportation	YES	YES	YES	YES	YES	YES	YES	YES
Department of Treasury	NO	YES	YES	YES	YES	NO	YES	YES
Department of Veteran's Affairs	YES	YES	YES	YES	YES	YES	YES	YES
Environmental Protection Agency	YES	YES	YES	YES	YES	YES	NO	YES
General Services Administration	YES	YES	YES	YES	YES	YES	YES	YES
National Aeronautical and Space Administration	YES	NO[3]	YES	YES	YES	YES	YES	YES
Nuclear Regulatory Commission	NO	YES[4]	YES	NO[4]	YES	YES	NO	YES
National Science Foundation	YES	YES	YES	NO	NO	NO	NO	YES
Office of Personnel Management	YES	YES	NO	YES	YES	YES	YES	YES
Small Business Administration[5]	N/A							
Social Security Administration	YES	NO[6]	NO[6]	YES	YES	NO[6]	YES	YES
US Agency for International Development	YES	YES	YES	YES	YES	YES	NO	YES

[1] – At USDA and DOL, the Director, Small and Disadvantaged Business Utilization was Presidentially Appointed, Senate Confirmed (PAS) instead of an SES appointment in FY16
[2] – At DoD, designations of the Director and the Office of Small Business Programs (OSBP) is established in lieu of OSDBU as an exception (10 U.S. Code § 144) to 15 U.S. Code § 644(k)
[3] – At NASA, the position title is "Associate Administrator, Office of Small Business Programs"
[4] – At NRC, Director is designated by Commissioner's letter, reports to Executive Director, Ops
[5] – The OSDBU requirement does not apply to the Administration, 15 U.S. Code § 644(k)(17)C
[6] – At SSA, GS-15 exemption does not apply; Chief of Staff provides performance appraisal; SB technical advisors not hired

TABLE 2 – Quick Reference Guide for 15 U.S. Code § 644(k) subsections	
Subsection	Requirement
(k)	Office of Small and Disadvantaged Business Utilization; Director There is hereby established in each Federal agency having procurement powers an office to be known as the "Office of Small and Disadvantaged Business Utilization". The management of each such office shall be vested in an officer or employee of such agency, with experience serving in any combination of the following roles: program manager, deputy program manager, or assistant program manager for Federal acquisition program; chief engineer, systems engineer, assistant engineer, or product support manager for Federal acquisition program; Federal contracting officer; small business technical advisor; contracts administrator for Federal Government contracts; attorney specializing in Federal procurement law; small business liaison officer; officer or employee who managed Federal Government contracts for a small business; or individual whose primary responsibilities were for the functions and duties of section 637, 644, 657a, 657f, or 657q of this title. Such officer or employee—
(1)	shall be known as the "Director of Small and Disadvantaged Business Utilization" for such agency;
(2)	shall be appointed by the head of such agency to a position that is a Senior Executive Service position (as such term is defined under section 3132(a) of title 5), except that, for any agency in which the positions of Chief Acquisition Officer and senior procurement executive (as such terms are defined under section 657q(a) of this title) are not Senior Executive Service positions, the Director of Small and Disadvantaged Business Utilization may be appointed to a position compensated at not less than the minimum rate of basic pay payable for grade GS–15 of the General Schedule under section 5332 of title 5 (including comparability payments under section 5304 of title 5);
(3)	be responsible only to (including with respect to performance appraisals), and report directly and exclusively to, the head of such agency or to the deputy of such head, except that the Director for the Office of the Secretary of Defense shall be responsible only to (including with respect to performance appraisals), and report directly and exclusively to, such Secretary or the Secretary's designee;
(7)	shall have supervisory authority over personnel of such agency to the extent that the functions and duties of such personnel relate to functions and duties under sections 8 and 15 of this Act
(8)	shall assign a small business technical adviser to each office to which the Administration has assigned a procurement center representative— (A) who shall be a full-time employee of the procuring activity and shall be well qualified, technically trained and familiar with the supplies or services purchased at the activity; and (B) whose principal duty shall be to assist the Administration procurement center representative in his duties and functions relating to sections 8 and 15 of this Act,
(15)	shall carry out exclusively the duties enumerated in this Act, and shall, while the Director, not hold any other title, position, or responsibility, except as necessary to carry out responsibilities under this subsection; and
(16)	shall submit, each fiscal year, to the Committee on Small Business of the House of Representatives and the Committee on Small Business and Entrepreneurship of the Senate a report describing— (A) the training provided by the Director under paragraph (13) in the most recently completed fiscal year; (B) the percentage of the budget of the Director used for such training in the most recently completed fiscal year; and (C) the percentage of the budget of the Director used for travel in the most recently completed fiscal year.

The SBPAC establishes a 2 year schedule for monthly best practice presentations to provide each agency with an opportunity to discuss agency best practices that were implemented by their agency and that might be implemented by other agencies having procurement powers. In FY 2016, SBPAC members provided ten best practice presentations for maximizing small business utilization in Federal contracting. A summary of the agency Best Practice presentations is provided in Table 3 and copies of the presentations are provided as an Enclosure to this report.

TABLE 3 – Agency Best Practice Presentation Summary		
AGENCY	PRESENTER	BEST PRACTICE(S)
Department of Defense	Dr. James Galvin, Deputy Director, OSBP	**Leadership:** Commander support at component and subordinate commands; **Strategy:** Integrated into Military Decision Making Process and Mission Briefs; **Organizational**: Direct Report to OSD(AT&L) **Staffing:** Developed SB Professional Career Field (686 staff, including 21 SB Directors); **Continuous Improvement:** SB Participates in Procurement Management Reviews
Department of Commerce	LaJuene Desmukes, Director, OSDBU	**Strategy:** Align Strategic Sourcing with SB
Department of Health and Human Services	Teresa Lewis, Director, OSDBU	**Strategy:** Establish GWAC IDIQ contract vehicles with SB and socio-economic firms [NIH Information Technology Acquisition and Assessment Center (NITAAC)]
Department of Education	Janet Scott, Director, OSDBU	**Strategy**: Acquisition planning and review activities, goals established at program level; **Leadership**: Endorsement of OSDBU, SB Performance Dashboard; **Outreach:** Webinars, Events, Matchmaking for SB Subcontracts
Department of Housing and Urban Development	Karen Newton Cole, Director, OSDBU	**Systems:** Procurement system enables procurement planning and OSDBU review; **Strategy**: OSDBU participates in acquisition planning and review activities; participates on Acquisition Review Council; strengthens market research; **Leadership:** Monthly SB Performance Reports **Outreach:** Events, Industry Days, SB Marketing Managers at program offices, Monthly Forecast Updates

TABLE 3 – Agency Best Practice Presentation Summary (continued)		
AGENCY	PRESENTER	BEST PRACTICE(S)
National Science Foundation	Graciela Narcho, Director, OSDBU	**Resources:** NSF Vendor Library for market research; **Leadership:** Senior management support for SB Improvement Initiative with program offices; **Communication:** Training, Meetings, Metrics; **Outreach:** Conferences, Contractor Direct Access to OSDBU, SB Liaison in Contracts, Website, Engagement with SBA
Office of Personnel Management	Desmond A. Brown, Director, OSDBU	**Marketing:** Promote SB as Best Value; **Assistance:** Orients, counsels and advises SB; **Strategy:** Market Research Reform Initiative and OSDBU coordination on draft requirement: **Systems:** FinTech business model to facilitate SB participation in financial sector.
Social Security Administration	Wayne McDonald, Director, OSDBU	**Leadership:** Commissioner is advocate for SB; Offices provide annual acquisition forecast to OSDBU; Meetings and SB Metrics Dashboard; **Outreach:** Monthly meetings and webinars; Annual SB Procurement Conference; Training
Department of Energy	Paul E. Ross, Acquisition Specialist	**Leadership:** DOE Secretary addressed annual SB Forum and Expo; aligned OSDBU Staff with Undersecretary offices.; **Systems:** Automated SB review form and SB Goaling Report; is advocate for SB; Offices provide annual acquisition forecast to OSDBU; Meetings and SB Metrics Dashboard; **Communication:** Training, Automated SB goaling metrics at program level; **Strategic:** Conversion of Large Business awards to SB awards **Outreach:** How to Do Business with DOE initiative via email and webpage
Department of Homeland Security	Kevin Boshears, Director, OSDBU	**Strategic:** Analysis to determine component contribution to meet prime and subcontracting; **Leadership:** Senior leaders disseminate component/bureau goals.

ENCLOSURE

Department of Defense (DoD)

Department of Defense Office of Small Business Programs "Best Practices"

Dr. James Galvin

Deputy Director, Portfolio Management

Office of Small Business Programs

Small Business Receives 4-Star Rating

Army Materiel Command

- *Commander driven support for Small Business*
- *Dedicated Small Business staff*
- *Subordinate commands follow suit*
- *"Battle Rhythm"*
  - *Command strategy development*
  - *Advanced planning brief to industry*
  - *Small business training conference*
- *AMC FY15: $53B in contracts, $5.6B in R&D*
- *AMC FY15 SB results:*
  - *Goal = 19.5%*
  - *Achieved = 24.84%*
  - *As of 30 Sept 2015 (unofficial)*

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THE OFFICIAL HOMEPAGE OF THE UNITED STATES ARMY

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News Front Page

SECTIONS
Army National Guard
Army Reserve
Community Relations
Current Operations
Energy
Environment
Health
Human Interest
Inside The Army
Science & Technology

REGIONS
Africa
Asia & Pacific
Central/South America and Caribbean
Europe
Middle East
North America

RESOURCES
Archives
ARNews
Army Live Blog
News Releases

Homepage > News Archives > Article

Small business still big business at AMC

October 15, 2015

By Ms. Lisa Simunaci (AMC)

Like 42 people like this. Sign Up to see what your friends like.

Army Materiel Command's Gen. Dennis L. Via speaks to business professionals at an Army-hosted Small Business Seminar, Oct. 14. The two-day event was part of the Association for the United States Army Annual Meeting and Exposition.

WASHINGTON -- Between transportation, supply and maintenance, great prospects exist for small businesses, Army Materiel Command's top leader told attendees at an Army-hosted Small Business Seminar, Oct. 14.

"With $53 billion in contracts and $5.6 billion in research and development, we have tremendous opportunities," said Gen. Dennis L. Via.

Related Links
AMC Small Business Office

DoD Small Business Performance

Prime Contracting to Small Businesses

2016 Issues

▲ *Continuing Resolution*

▲ *Sequestration*

▲ *Overseas*

▲ *Similar to 2013*

Note
Data as of 30 Sept 2015
(Unofficial Results)

2016 Estimated

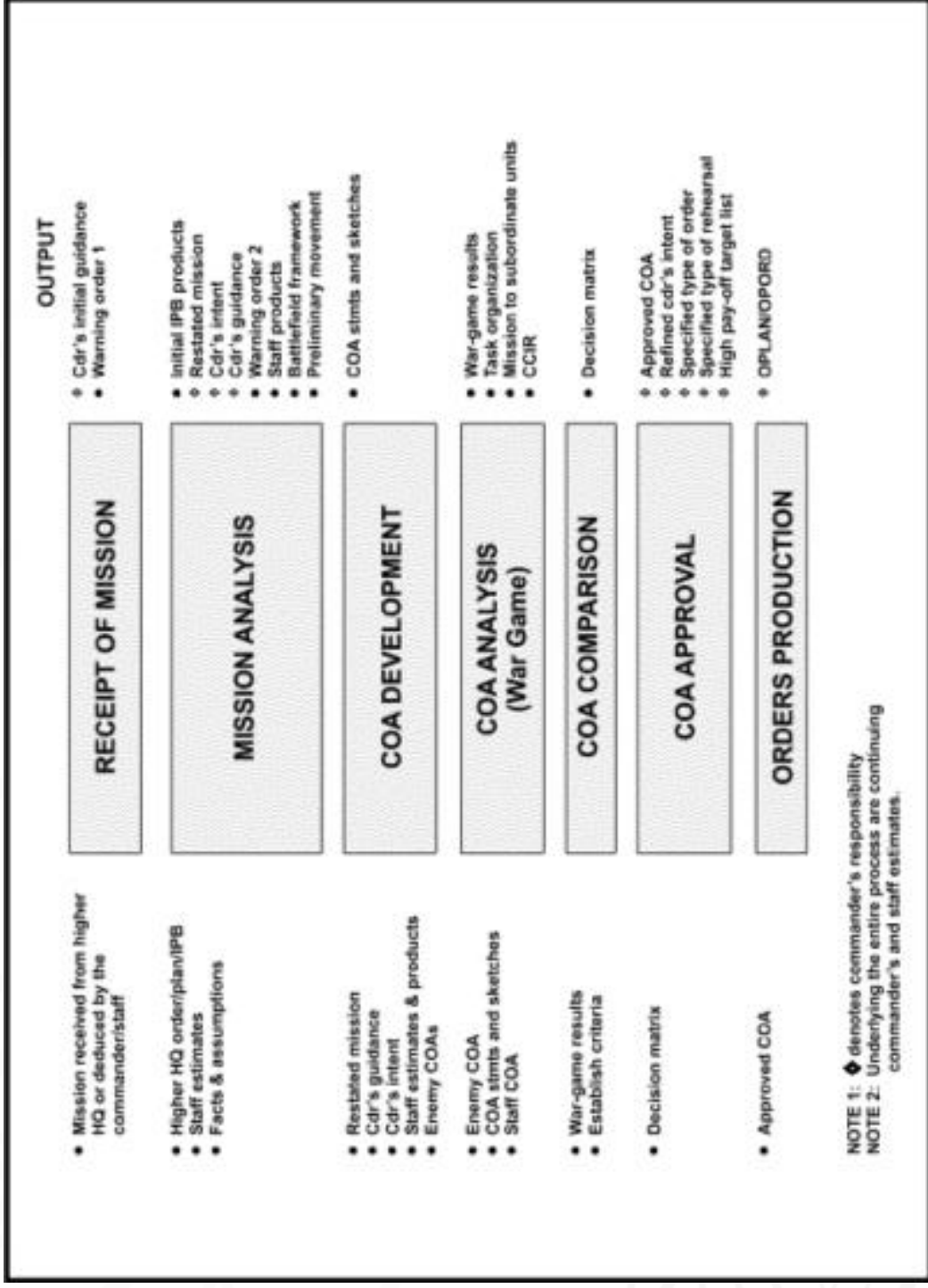|	**2011**	**2012**	**2013**	**2014**	**2015**	**2016**
Performance	19.80	20.41	21.09	23.47	24.54	21.31
Goal	22.30	22.50	22.50	21.35	21.60	21.30
SDB 5%	6.90	7.30	7.79	8.95	9.53	
WOSB 5%	3.43	3.38	3.57	3.97	4.40	
SDVOSB 3%	2.02	2.33	2.64	3.04	3.45	
HUBZone 3%	2.58	2.18	1.78	1.93	1.87	

MDMP = How DoD Thinks

Military Decision Making Process

> Consistent approach to decision making and action

> Small Business Professionals demonstrate how SB supports the mission

Process Step	Input	OUTPUT
RECEIPT OF MISSION	• Mission received from higher HQ or deduced by the commander/staff	◆ Cdr's initial guidance • Warning order 1
MISSION ANALYSIS	• Higher HQ order/plan/IPB • Staff estimates • Facts & assumptions	• Initial IPB products ◆ Restated mission ◆ Cdr's intent ◆ Cdr's guidance • Warning order 2 • Staff products • Battlefield framework • Preliminary movement
COA DEVELOPMENT	• Restated mission • Cdr's guidance • Cdr's intent • Staff estimates & products • Enemy COAs	• COA stmts and sketches
COA ANALYSIS (War Game)	• Enemy COA • COA stmts and sketches • Staff COA	• War-game results • Task organization • Mission to subordinate units • CCIR
COA COMPARISON	• War-game results • Establish criteria	• Decision matrix
COA APPROVAL	• Decision matrix	◆ Approved COA ◆ Refined cdr's intent ◆ Specified type of order ◆ Specified type of rehearsal ◆ High pay-off target list
ORDERS PRODUCTION	• Approved COA	◆ OPLAN/OPORD

NOTE 1: ◆ denotes commander's responsibility
NOTE 2: Underlying the entire process are continuing commander's and staff estimates.

"Command" or "Mission" Brief

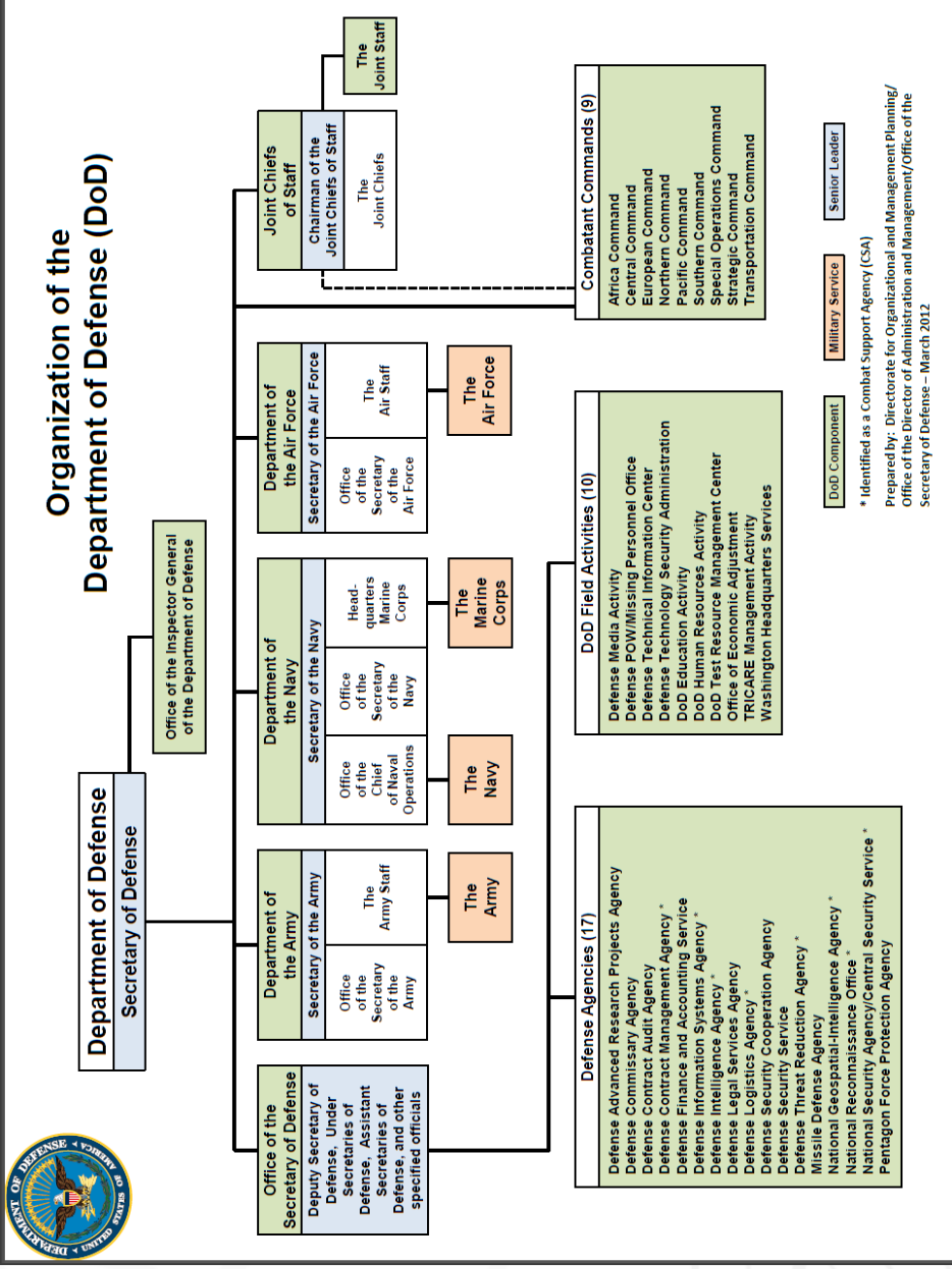(Extract from a Command Brief)

Request for Assistance

> Keep SB program a priority command wide.

> Support recruiting for internal and external rotational assignments.

> Support securing of DAWDF for workforce development and rotational assignments.

> Support annual APBI and Small Business Training Conference.

Communications-Electronics Command

U.S. Army Materiel Command | 15

DAWDF = Defense Acquisition Workforce Development Fund
APBI = Advanced Planning Brief to Industry

> *Conveys vision, mission, objectives, priorities, authorities, relevance, customers*

> *Describes Small Business Office organization, personnel, capabilities, performance*

> *Elicits interest, understanding, support, action from internal or external audience*

> *May include return on investment*

Organization of DoD and OSBP Impact

- *Office of Small Business Programs reports to Undersecretary of Defense for Acquisition, Technology and Logistics – OSD (AT&L)*
- *DoD OSBP works through 21 Small Business Directors*
- *90% of spending by Army, Navy, Air Force & Defense Logistics Agency*

Organization of the Department of Defense (DoD)

Department of Defense
Secretary of Defense

Office of the Secretary of Defense
- Deputy Secretary of Defense, Under Secretaries of Defense, Assistant Secretaries of Defense, and other specified officials

Office of the Inspector General of the Department of Defense

Department of the Army
Secretary of the Army
- Office of the Secretary of the Army
- The Army Staff
- The Army

Department of the Navy
Secretary of the Navy
- Office of the Chief of Naval Operations
- Office of the Secretary of the Navy
- Head-quarters Marine Corps
- The Navy
- The Marine Corps

Department of the Air Force
Secretary of the Air Force
- Office of the Secretary of the Air Force
- The Air Staff
- The Air Force

Joint Chiefs of Staff
- Chairman of the Joint Chiefs of Staff
- The Joint Chiefs
- The Joint Staff

Combatant Commands (9)
- Africa Command
- Central Command
- European Command
- Northern Command
- Pacific Command
- Southern Command
- Special Operations Command
- Strategic Command
- Transportation Command

Defense Agencies (17)
- Defense Advanced Research Projects Agency
- Defense Commissary Agency
- Defense Contract Audit Agency
- Defense Contract Management Agency *
- Defense Finance and Accounting Service
- Defense Information Systems Agency *
- Defense Intelligence Agency *
- Defense Legal Services Agency
- Defense Logistics Agency *
- Defense Security Cooperation Agency
- Defense Security Service
- Defense Threat Reduction Agency *
- Missile Defense Agency
- National Geospatial-Intelligence Agency *
- National Reconnaissance Office *
- National Security Agency/Central Security Service *
- Pentagon Force Protection Agency

DoD Field Activities (10)
- Defense Media Activity
- Defense POW/Missing Personnel Office
- Defense Technical Information Center
- Defense Technology Security Administration
- DoD Education Activity
- DoD Human Resources Activity
- DoD Test Resource Management Center
- Office of Economic Adjustment
- TRICARE Management Activity
- Washington Headquarters Services

Legend:
- DoD Component
- Military Service
- Senior Leader

* Identified as a Combat Support Agency (CSA)

Prepared by: Directorate for Organizational and Management Planning/ Office of the Director of Administration and Management/Office of the Secretary of Defense – March 2012

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SB Participation in Procurement Management Reviews

Example: Navy Procurement Performance Management Assessment Program

> Oversight to assess contracting practices

> Ensures compliance with laws, regulations, policy and guidance

> Supports continuous improvement and sharing of best practices

> DoD Small Business Professionals serve on Assessment Teams

> Developmental opportunity for workforce

DEPARTMENT OF THE NAVY
OFFICE OF THE ASSISTANT SECRETARY
RESEARCH, DEVELOPMENT AND ACQUISITION
1000 NAVY PENTAGON
WASHINGTON DC 20350-1000

NOV -6 2013

MEMORANDUM FOR DISTRIBUTION

SUBJECT: Department of the Navy (DON) Procurement Performance Management
Assessment Program (PPMAP) Rating System

This memorandum provides the DON's process for assigning adjectival ratings under PPMAP reviews. This process finalizes the interim PPMAP rating system established by our memorandum of September 29, 2009. Effective immediately, all DON contracting activities shall use the attached process for the PPMAP rating system.

This new process establishes the procedures for assigning and documenting the rationale in support of an adjectival rating for a contracting activity, a subordinate contracting organization or a field activity with delegated procurement authority. Key aspects of this new process include the following:

- Retention of the previous four-tier adjectival rating scheme of *Highly Satisfactory, Satisfactory, Marginal,* and *Unsatisfactory*
- Identification of relevant key terms used in PPMAP reviews and their meaning
- Identification of key stakeholders, including their roles and responsibilities
- Specific guidance on assigning ratings based upon review outcomes

Each Head of the Contracting Activity shall incorporate this process in the HCA's implementing procedures for PPMAP and ensure that personnel responsible for performing procurement management oversight functions through PPMAPs adhere to this process.

Annually, our PPMAP Council will evaluate the effectiveness of this process and recommend changes, as appropriate.

My point of contact for this memorandum is Evelyn Ortiz, available at telephone (703) 693-4012 or by email at evelyn.ortiz@navy.mil.

Elliott B. Branch
Deputy Assistant Secretary of the Navy
(Acquisition and Procurement)

Distribution:
See page 2

Attachment:
As stated

Improving the Professionalism of the Small Business Workforce

- *Developing a career field for 700 Small Business Professionals*
- *4 Levels of education*
  - *GS 7-11*
  - *GS 12-13*
  - *GS 14-15*
  - *GS 15 and above*

Workforce Size	
Component	Total
Army	206
Navy	150
AF	176
4th Estate	154
Total SB Professionals*	686

The DoD Workforce Served by Small Business

Contact Info
James.J.Galvin.civ@mail.mil
DoD OSBP: 571-256-7791
shannon.c.jackson.ctr@mail.mil

Department of Commerce (DOC)

U.S. Department of Commerce

Best Practices Presentation

December 15, 2015

DOC MISSION

To help create the conditions for economic growth and opportunity for American businesses.

Small Business Utilization

Over the past five years, the percentage of award dollars to small businesses has increased, and our goal achievement is far above statutory levels.

	FY 11	FY 12	FY 13	FY 14	FY 15
	39.42%	36.89%	39.91%	40.99%	43.34%
Scorecard:	A	A	A	A+	*pending*

Changing Environment

Four examples of challenges and opportunities:

- Govt-wide Strategic Sourcing Initiative
- DOC-Specific Strategic Sourcing
- Shared Services
- Category Management

Summary

- Changes in acquisition policies have challenged DOC to devise new strategies to help small businesses.

- The objectives of category management which includes strategic sourcing is not contrary to the goals of the Small Business Program.

- DOC successfully found ways to increase the utilization of small businesses.

Department of Health and Human Services (HHS)

OSDBU

OFFICE OF SMALL AND DISADVANTAGED BUSINESS UTILIZATION

U.S. Department of Health and Human Services

Teresa L.G. Lewis, Director

Office of Small & Disadvantaged Business Utilization

U.S. Department of Health and Human Services

Mission of Health and Human Services

- The U.S. Government's principal agency for protecting the health of all Americans and providing essential human services, especially those who are least able to help themselves.

- HHS encourages the use of small businesses to achieve its mission.

HHS Leadership

- **Secretary:** Sylvia Mathews Burwell

- **Deputy Secretary (Acting):** Mary K. Wakefield

OGAPA
January 2016
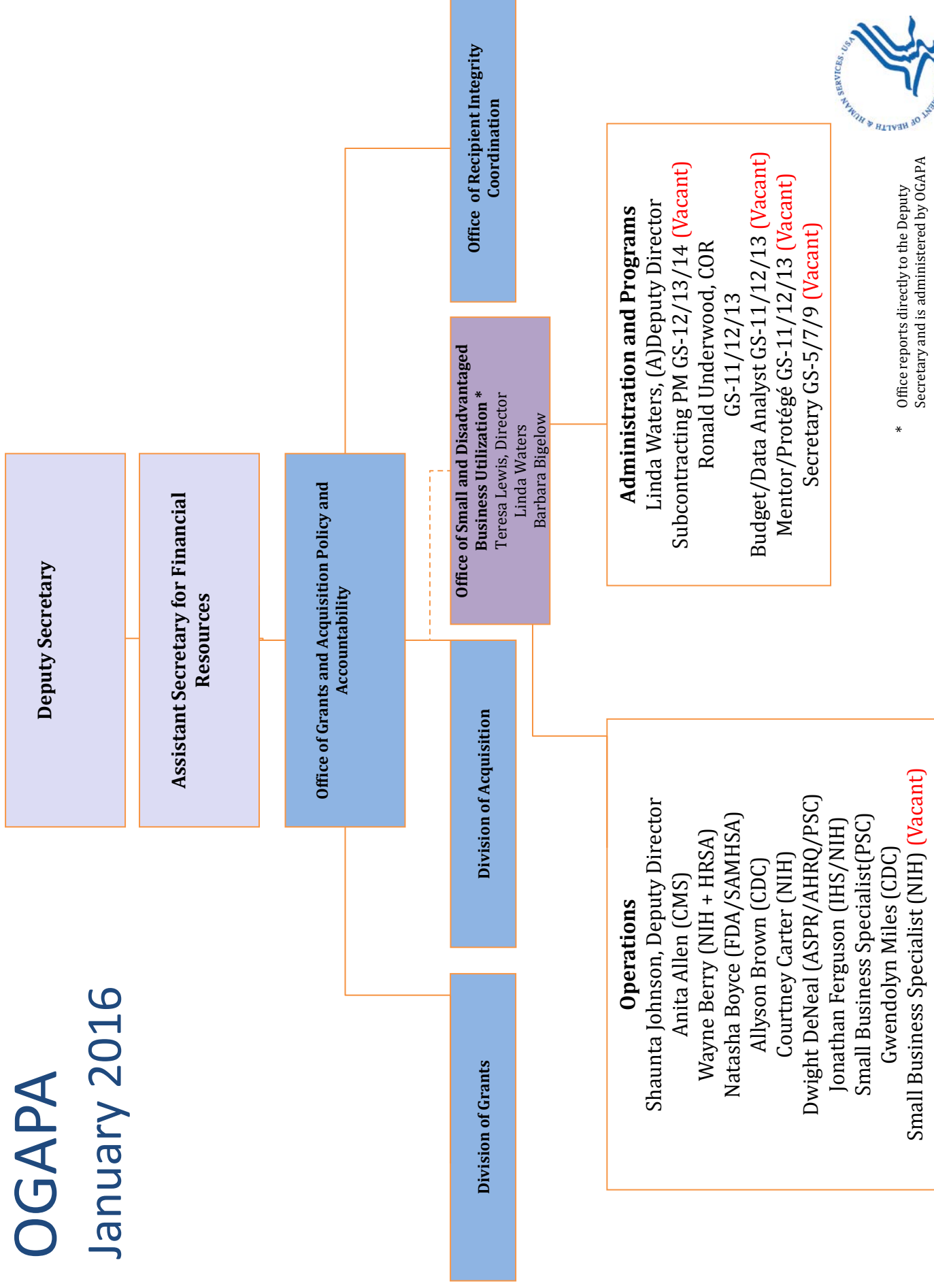
Deputy Secretary

Assistant Secretary for Financial Resources

Office of Grants and Acquisition Policy and Accountability

Office of Recipient Integrity Coordination

Office of Small and Disadvantaged Business Utilization *
Teresa Lewis, Director
Linda Waters
Barbara Bigelow

Division of Acquisition

Division of Grants

Administration and Programs
Linda Waters, (A)Deputy Director
Subcontracting PM GS-12/13/14 (Vacant)
Ronald Underwood, COR
GS-11/12/13
Budget/Data Analyst GS-11/12/13 (Vacant)
Mentor/Protégé GS-11/12/13 (Vacant)
Secretary GS-5/7/9 (Vacant)

Operations
Shaunta Johnson, Deputy Director
Anita Allen (CMS)
Wayne Berry (NIH + HRSA)
Natasha Boyce (FDA/SAMHSA)
Allyson Brown (CDC)
Courtney Carter (NIH)
Dwight DeNeal (ASPR/AHRQ/PSC)
Jonathan Ferguson (IHS/NIH)
Small Business Specialist(PSC)
Gwendolyn Miles (CDC)
Small Business Specialist (NIH) (Vacant)

* Office reports directly to the Deputy Secretary and is administered by OGAPA

U.S. Department of Health and Human Services

OSDBU

OFFICE OF SMALL AND DISADVANTAGED BUSINESS UTILIZATION

SMALL BUSINESSES ARE THE ♥ OF THE ECONOMY

10 OPERATING DIVISIONS

U.S. Department of Health and Human Services

OSDBU
OFFICE OF SMALL AND DISADVANTAGED BUSINESS UTILIZATION

SMALL BUSINESSES ARE THE ♥ OF THE ECONOMY

300 PROGRAMS
Some highlights include:

Health and social science research

Preventing disease, including immunization services

Assuring food and drug safety

Medicare and Medicaid

Health information technology

Financial assistance and services for low-income families

Improving maternal and infant health

Head Start (pre-school education and services)

HHS Stats

Employees: Approx 85,000

Grants: $400 Billion avg

CONTRACTS

	ALL	SMALL BUSINESS	% of SB ACHIEVEMENT
Contract Dollars	$21 Billion	*$4.9 Billion	23.31%
Contract Actions	89,274	41,024	45.95%

U.S. Department of Health and Human Services

OSDBU

OFFICE OF SMALL AND DISADVANTAGED BUSINESS UTILIZATION

SMALL BUSINESSES ARE THE ♥ OF THE ECONOMY

* More than Total Budget of 18 of 24 CFO Agencies

**As of 22 January 2016

U.S. Department of Health and Human Services

OSDBU
OFFICE OF SMALL AND DISADVANTAGED BUSINESS UTILIZATION

SMALL BUSINESSES ARE THE ♥ OF THE ECONOMY

SB Category	FY2013 Goals	Goal Accomplishments FY 2013	FY2014 Goals	Goal Accomplishments FY 2014	FY2015 Goals	Goal Accomplishments FY 2015 (as of 22Jan16)
SB	20.5%	23.62%	21.69%	21.56%	23%	23.31%
SDB	5%	10.02%	5%	8.91%	5%	10.65%
SDVOSB	3%	1.1%	3%	1.07%	3%	1.32%
WOSB	5%	6.56%	5%	6.56%	5%	7.5%
HUBZone	3%	.57%	3%	.61%	3%	.73%
SCORECARD GRADE:		A		B		TBD

WHAT HHS BUYS

- OTHER PROFESSIONAL SERVICES

- BIOMEDICAL (ADVANCED)

- OTHER ADP & TELECOMMUNICATIONS SERVICES

- AUTOMATED INFORMATION SYSTEM SERVICES

- OTHER ADMINISTRATIVE SUPPORT SERVICES

HOW HHS BUYS

1. Firm Fixed Price $1,909,231,811

2. Cost Plus Fixed Fee $1,149,933,676

3. Time and Materials $548,167,991

4. Cost Plus Award Fee $395,209,878

5. Labor Hours $273,393,541

EXISTING CONTRACTS

- NIH Information and Technology Acquisition and Assessment Center (NITAAC)

  – Chief Information Officer Solutions and Partners (CIOSP-3)

    • $20 Billion set-aside for small businesses

    • $20 Billion for small business to compete with other than small

    • Streamlined ordering process for program officials

- GSA FSS and GWAC Contracts

- NASA SEWP

- DHS EAGLE

NITAAC

CIO-SP3

CIO-CS

COMMODITIES/SOLUTIONS

SMALL BUSINESS
SERVICES/SOLUTIONS

SERVICES/SOLUTION

OMB Authorized GWACs for IT Acquisition

NITAAC 2016

everything IT

GOVERNMENT-WIDE ACQUISITION CONTRACTS FOR IT PROCUREMENT

NIH
National Institutes
of Health

What is NITAAC?

❖ The NIH Information Technology Acquisition and Assessment Center (NITAAC) is a full service acquisition program.

❖ Able to Support *Everything IT*

❖ Contracts Established with Small Business in Mind

❖ Designated by the Office of Management and Budget (OMB)

- Only three Executive Agents
- Pursuant to section 5112(e) of the Clinger-Cohen Act (1996)

NITAAC Contract Holders

❖ Select Pool of Industry Leaders and Innovators

- CIO-SP3 – Unrestricted

  • 53 Contract Holders

- CIO-SP3 Small Business

  94 Contract Holders across Five Socio-Economic Categories

- CIO-CS

  65 Contract Holders – 45 Small Businesses across Five Socio-Economic Categories

❖ Over 60% of Task/Delivery Orders Being Awarded to Small Businesses

Teaming Opportunities with NITAAC

❖ Partnership Opportunities Exist with all NITAAC Prime Contract Holders

- Subcontracting Agreements are not Managed by NITAAC.
- Partnering is at Sole Discretion of Prime Contractor.

❖ Information about our Contractors is Available on the NITAAC website.

GOVERNMENT-WIDE ACQUISITION CONTRACTS FOR IT PROCUREMENT

NITAAC Customer Support Center

NITAAC will Provide Training at Your Site

2CLPs for every participant

Email: NITAACsupport@nih.gov

Phone: 1.888.773.6542

Web: www.nitaac.nih.gov

Scope of the CIO-CS GWAC

CIO-CS Contract Holders

- 65 Contract Holders
- **NCAF Reduced! Now only .35%**

OEMs (7)

- Other than Small Business (6)
- Small Business (1)

VARs (58)

- HUBZone (8)
- SDVOSB (6)
- 8(a) (6)
- WOSB (14)
- EDWOSB (7)
- Small business (44)
- Other than Small Business (14)

Everything IT!

Commodities and Commodity-Enabling Solutions

- *Two Deployment Models: On-Premise and Managed Services including Cloud*
- Hardware and Software
- Cybersecurity
- Enterprise-Wide Licenses, Maintenance and Warranties
- Health and Biomedical Research IT
- IaaS, PaaS, SaaS and other Cloud Solutions
- Telecommunications Plans
- Mobility Devices
- Video-Conferencing
- Engineering and Assessment Studies
- Deployment and Installation
- Web and Social Media
- Collaboration Tools e.g. SharePoint

Scope of the CIO-SP3 and CIO-SP3 Small Business GWACs

CIO-SP3

- 53 Contract Holders
- Average ceiling rates 10-15% less than comparable GWACs
- **NCAF Reduced! Now only .65%**

CIO-SP3 Small Business

- 92 Contract Holders
- 5 Socioeconomic Categories
  - Small Business
  - HUBZone
  - SDVOSB
  - 8(a)
  - Women Owned
- Awarding Agency Receives Credit
- **NCAF Reduced! Now only .55%**

Everything IT! **Services and Solutions Across 10 Task Areas**

- 1: IT Services for Biomedical Research Health Science & Healthcare
- 2: Chief Information Officer (CIO) Support
- 3: Imaging
- 4: Outsourcing
- 5: IT Operations and Maintenance
- 6: Integration Services
- 7: Critical Infrastructure Protection and Information Assurance
- 8: Digital Government
- 9: Enterprise Resource Planning
- 10: Software Development

SMALL BUSINESS ARE THE
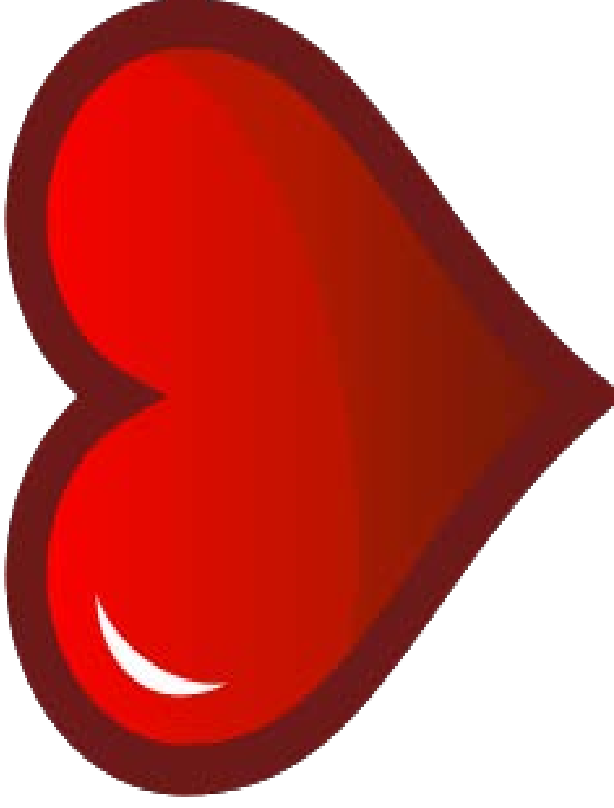
OF THE ECONOMY

U.S. Department of Health and Human Services

OSDBU

OFFICE OF SMALL AND DISADVANTAGED BUSINESS UTILIZATION

SMALL BUSINESSES ARE THE ♥ OF THE ECONOMY

HHS OSDBU
Social Media Websites
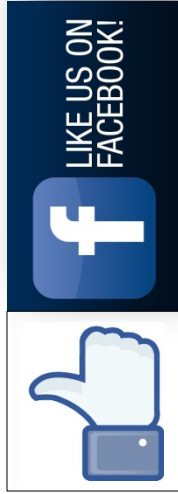
http://www.youtube.com/user/HHSOSDBU

@HHSSmallBiz

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HHS Smallbiz

OSDBU CONTACT

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QUESTIONS

Department of Education (Education)

U.S. Department of Education

Office of Small & Disadvantaged Business Utilization

Small Business Best Practices

Leadership

James Cole, Acting Deputy Secretary

Janet Scott, Director of OSDBU

James Ropelewski, Senior Procurement Executive

Pat Bradfield, Head of Contracts, Federal Student Aid

Jim Hairfield, Director of Contracts & Acquisition Management

Agency Mission

The U.S. Department of Education's mission is to promote student achievement and preparation for global competitiveness by fostering educational excellence and ensuring equal access.

Contract Operation Groups

Federal Student Aid (FSA)

- 77% of overall ED budget (2015)
- Federal Student Aid administers programs that are designed to provide financial assistance to students enrolled in postsecondary education institutions as well as collecting outstanding student loans.

Contracts and Acquisition Management (CAM)

- 23% of overall ED budget(2015)
- Contracts and Acquisition Management proactively leads the acquisition process, planning, negotiating, awarding and administering contracts related to various education program areas, advancing the Department's mission to serve America's students.

What We Buy

CAM

- Research and Development
- Educational Technical Support Services
- Computer Systems and Design Services
- Other Scientific and Consulting Services

FSA

- Loan Initiation, Processing and Collection
- Miscellaneous Financial Investment Activities
- Data Processing, Hosting, and Related Services
- Delinquent Debt Collection

Top Spends by Industry Code

- 522390   Activities Related to Credit Intermediation
- 523999   Miscellaneous Financial Investment Activities
- 541720   Research and Development
- 611710   Educational Support Services
- 541512   Computer Systems Design
- 518210   Data Processing and Related Services
- 541211   Certified Public Accountants
- 541611   Administrative and General Management Consulting Services
- 541513   Mortgage and Nonmortgage Loan
- 541513   Computer Facilities Management Services

Small Business Achievement History

Year	Eligible Dollars	Agency Goal	Achievement (%)	Achievement ($)
2008	1.4B	12.8%	15.9%	$216.3 M
2009	1.5B	12.8%	16.7 %	$248.0 M
2010	1.8B	17.8%	16.0%	$290.0 M
2011	1.9B	17.8%	18.2%	$338.1M
2012	1.7B	18.5%	20.0%	$344.9M
2013	2.6B	18.5%	23.3%	$612.0M
2014	2.8B	19.9%	28.6%	$820.9M
2015	2.5B	20.0%	28.4%	$733.5M

Small Business Best Practices

- Annual Acquisition Plan Submission
- Contract Review Board for all contract actions over $700,000
- Acquisition Procedures Manual (APM) Chapters
- Deputy Secretary Endorsements of OSDBU Programming
- Annual Contract Management Review of all Procurement
- Daily Invoice Status Report
- Small Business Goals Developed at Program Level
- Weekly One-On-One Meetings with Small Businesses Owners
- Monthly Sponsored Outreach Events and Outreach via Webinars
- Monthly Dashboard Report of Small Business Performance to Senior Officials
- Sponsor matchmaking initiatives between prime contractors and well-qualified small businesses vendors for subcontracting opportunities.

Small Business Multi-Award BPAs

- Grant Competition Peer Reviews

- Logistical Support for Meetings/Conferences

- Educational Technical Assistance and Support Services (EDTASS)

- Attestation Services

- Human Capital Organization Management Support Service

Small Business Collection Contracts

- ED/FSA currently has performance based contracts for Default Collection Services of which 10 are small businesses.

- The funds used to pay contractors derive from the contractors' collections on defaulted accounts.

- Approximately 50% of the Department's Small Business achievement comes from the Small Business Debt Collection contractors.

Questions, Comments, or Concerns

Please Contact:

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Department of Housing and Urban Development (HUD)

U.S. Department of Housing and Urban Development

Office of Small and Disadvantaged Business Utilization

Small Business Best Practices

Karen Newton Cole
Director

March 22, 2016

U.S. Department of Housing and Urban Development – Agency Mission

HUD's mission is to create strong, sustainable, inclusive communities and quality affordable homes for all. HUD is working to strengthen the housing market to bolster the economy and protect consumers; meet the need for quality affordable rental homes; utilize housing as a platform for improving quality of life; build inclusive and sustainable communities free from discrimination, and transform the way HUD does business.

Best Practices

⋏ Utilization of an automated procurement system – Procurement Request Information System Management (PRISM).

⋏ Annual Strategic Acquisition Plan Submission development process which includes OSDBU review.

⋏ Promotion of collaborative working relationships supported by OSDBU participation on the Integrated Acquisition Teams (IAT) and OSDBU membership on the Acquisition Review Council (ARC).

⋏ Strategies for Strengthening Market Research

⋏ Promoting universal access to contracting opportunities Small Businesses

⋏ Monthly Distribution of Small Business Performance Reports to Senior Leadership.

Procurement Request Information System Management (PRISM)

HUD shifted its automated procurement system to a shared services provider – Administrative Resource Center, Bureau of the Fiscal Service, Department of the Treasury.

The new automated process continues to facilitate:

➤ Advance Procurement Planning

➤ Automated Routing, to include routing to OSDBU

HUD Annual Strategic Acquisition Plan Submissions (ASAP) Process

➢ OCPO issues Call Memo to Program Offices.

➢ Program Offices enter ASAPs in PRISM and route to OSDBU for review.

➢ Work sessions are held with Program Office, OSDBU and OCPO Contracting Officials.

➢ Program Office Designee submits ASAPs Portfolio to the CPO for final approval

Integrated Acquisition Team (IAT)

➤ Requisition and milestone plans are created in PRISM.

➤ Meetings are held for every new acquisition exceeding the simplified acquisition threshold.

➤ Acquisition strategies and small business opportunities are discussed during meetings.

➤ Incorporate all agreed upon suggestions from IAT meeting into acquisition strategies.

Acquisition Review Council (ARC)

The ARC's primary goals are to ensure that contracting officers use the most efficient and effective acquisition strategies when contracting for HUD's program and mission support needs and that Government-wide and Departmental rules, policies, priorities, and initiatives are properly considered.

The ARC Chair is the Deputy Chief Procurement Officer. The membership includes, at a minimum, a manager from the Office of CPO operations (on a rotating basis) and OCPO's Office of Policy, Systems, and Risk Management, and representatives from the Office of General Counsel, the Acquisition Liaison Unit, and the OSDBU Director.

The ARC reviews proposed acquisitions after the initial Integrated Acquisition Team (IAT) meeting is held and the contracting officer has developed a draft individual acquisition plan. The ARC normally meets bi-weekly.

Acquisition Review Council (ARC) – Purpose of Reviews

The ARC reviews proposed acquisition strategies for new contract and task order awards to ensure that:

➤ Small Business Concerns are provided the maximum practicable opportunity to compete for Contracting requirements.

➤ HUD's Small Business Contracting goals are achieved.

➤ Contracts are outcome or performance-based to the greatest extent practicable.

➤ The most appropriate and efficient contracting methods and contract types are utilized.

➤ Commercial items are purchased whenever practicable to meet HUD's requirements.

➤ Strategic sourcing is utilized.

➤ Government-wide (e.g., OMB/OFPP) acquisition initiatives are addressed (e.g., reducing use of risky contract types and management support services contracts).

Strengthening Market Research

➢ Availability of a comprehensive guide

➢ Provision of annual training to reinforce quality, comprehensive market research to support acquisition strategies

➢ Posting Sources Sought notices

➢ Use of the Rule of Two in both Open Market and GSA schedule acquisitions

➢ IAT and ARC meetings continue to focus on achievement of small business set-asides.

Promoting Universal Access to Contracting Opportunities

A key element to increasing the utilization of Small Business Concerns is making HUD accessible to the vendors.

- ⚔ Industry Days (at both headquarters and field offices).
- ⚔ General vendor outreach sessions and Program Office specific vendor outreach sessions.
- ⚔ Participation in Small Business events across the country.
- ⚔ Designating Small Business Marketing Managers for each of HUD's Program offices with major procurement activities.
- ⚔ Updating the Forecast of Contracting Opportunities monthly throughout the fiscal year which is published on the HUD OSDBU website, www.hud.gov/smallbusiness.

HUD FY15 Small Business Prime Contracting by Program Office

Program Office	Total SB Eligible Dollars	Total Actual SB Dollars	% Per Program Tot	% Per Grand Tot	Portion of HUD-wide SB Eligible Obligations
ADMIN	$ 34,388,651.25	$ 15,610,515.28	45.3944%	107.5449%	236.9124%
CPD	$ 6,166,524.18	$ 553,93...	8.9829%	3.8162%	42.4828%
FHEO	$ 4,379,861.38	$ 4,373,585.43	99.8567%	30.1308%	30.1740%
GNMA	$ 290,743,472.46	$ 11,9...,284.55	4.1168%	82.4595%	2003.0074%
HOUSING	$ 484,925,768.38	$ 30...,364.59	63.2801%	2114.0478%	3340.7798%
OCFO	$ 2,706,707.42	$ 1,78...,870.77	65.8317%	12.2758%	18.6472%
OCHCO	$ 14,198,722.21	$ 5,039,526.23	35.4928%	34.7186%	97.8187%
OCIO	$ 267,203,482.61	$ 55,648,086.45	20.8261%	383.3741%	1840.8343%
OCPO	$ 960,445.33	$ 837,296.73	87.1780%	5.7684%	6.6168%
ODEEO***	$ (174,765.00)	$ (174,765.00)	100.0000%	-1.2040%	-1.2040%
ODOC***	$ (19,114...)	$ (28,524.34)	149.2301%	-0.1965%	-0.1317%
OFPM	$ 5,500.6...	$ 5,500.64	100.0000%	0.0379%	0.0379%
OGC	$ 2,188,775.8...	$ 1,435,644.01	65.5912%	9.8905%	15.0790%
OHHLHC	$ ...,761,668.07	$ 2,761,668.07	100.0000%	19.0258%	19.0258%
OIG	$ 9,226,216.88	$ 1,896,932.13	20.5602%	13.0685%	63.5618%
OSEC	$ 2,442,480.15	$ 2,017,089.92	82.5837%	13.8963%	16.8269%
OSHC***	$ (72,803.28)	$ (72,803.28)	100.0000%	-0.5016%	-0.5016%
OSPM	$ 9,866,993.39	$ 5,500,850.33	55.7500%	37.8968%	67.9763%
OTHER**	$ 12,979,649.39	$ 10,468,947.53	80.6566%	72.1233%	89.4202%
PD&R	$ 23,193,982.51	$ 8,065,729.38	34.7751%	55.5669%	159.7894%
PIH	$ 14,515,346.65	$ 13,846,204.13	95.3901%	95.3901%	100.0000%
Grand Total	$ 1,182,587,566.09	$ 448,397,939.09	37.9167%	3089.1301%	8147.1535%

FY 2015 SPP SUMMARY REPORT

(The slide reproduces an Excel worksheet, overlaid with a diagonal "FY 2015 DRAFT" watermark that obscures several interior dollar cells.)

Application Counts

Program Office	New Contract	New SAP	New Task Order	New IAA	Total Modifications	Mod: Option	Mods: (Non-Options)	NONE SELECTED	Total APPS
CPD	1	0	0	2	2	0	0	0	3
FHEO	0	1	1	7	7	0	0	0	10
GNMA	8	4	0	15	15	0	0	0	27
HOUSING	86	57	63	169	163	6	0	0	385
MFH	28	34	31	29	29	0	0	0	124
SFH	24	16	23	117	111	6	0	0	184
Housing-Other	34	7	9	23	23	0	0	0	77
OCFO	1	1	0	9	6	3	0	0	11
OCHCO	14	17	11	76	68	8	0	0	133
OCPO	1	4	1	6	6	0	0	0	12
OCIO	18	22	5	81	66	15	0	0	129
ODEEO	0	0	0	10	10	0	0	0	10
ODOC	0	0	0	2	1	1	0	0	2
OFPM	3	0	1	0	0	0	0	0	4
OGC	0	2	6	10	10	0	0	0	19
OHHLHC	2	6	0	11	11	0	0	0	20
OIG	0	0	0	0	0	0	0	0	0
OPA	0	0	0	0	0	0	0	0	0
OSDBU	0	0	0	0	0	0	0	0	0
OSEC	0	3	1	3	3	0	0	0	4
OSHC	2	0	1	1	1	0	0	0	4
OSPM	0	0	0	0	0	0	0	0	0
PD&R	0	20	6	21	15	6	0	0	54
PIH	18	7	0	43	41	2	0	0	69
OTHER	0	0	0	0	0	0	0	0	0
HUD TOTAL	154	95	40	466	425	41	0	0	899

Obligation Dollars

Program Office	Total Est. Obs	New Contract	New Task Order	New SAP	New IAA	Total Modifications	Mod: Option	Mods: (Non-Options)	NONE SELECTED	Total Eligible SB Obs	Total Est. SB Obs	Percent SB
CPD	$1,325,000.00	$50,000.00	$0.00	$0.00	$0.00	$1,275,000.00	$1,275,000.00	$0.00	$0.00	$1,325,000.00	$1,325,000.00	100.0%
FHEO	$4,352,000.00	$0.00	$690,000.00	$5,000.00	$30,000.00	$3,627,000.00	$3,627,000.00	$0.00	$0.00	$4,322,000.00	$3,770,000.00	87.2%
GNMA	$240,076,360.29	$131,713,930.51	$14,124,467.00	$0.00	$0.00	$94,237,962.78	$94,237,962.78	$0.00	$0.00	$240,076,360.29	$15,329,909.51	6.4%
HOUSING	$1,368,799,811.63	$413,890,915.40	$29,217,071.82	$2,292,748.60	$(illegible),637.25	$918,831,439.16	$886,831,439.16	$32,000,000.00	$0.00	$1,363,858,174.38	$876,092,093.42	64.2%
MFH	$70,977,021.00	$26,763,074.00	$7,002,526.00	$1,071,473.00	$(illegible)	$34,089,948.00	$34,089,948.00	$0.00	$0.00	$68,927,021.00	$65,375,521.00	94.8%
SFH	$1,225,246,146.63	$352,216,063.40	$17,674,588.82	$(illegible)3,500.00	$1,416,062.25	$853,011,932.16	$821,011,932.16	$32,000,000.00	$0.00	$1,223,462,084.38	$758,220,506.42	62.0%
Housing-Other	$72,576,644.00	$34,911,778.00	$4,539,957.00	$(illegible)25.00	$1,107,575.00	$31,729,559.00	$31,729,559.00	$0.00	$0.00	$71,469,069.00	$52,496,066.00	73.5%
OCFO	$5,358,913.00	$100,000.00	$1,20(illegible).00	$920.00	$(illegible)	$4,058,913.00	$1,576,913.00	$2,482,000.00	$0.00	$2,920,264.00	$1,395,264.00	47.8%
OCHCO	$68,401,399.86	$8,903,834.44	$3,662,657.(illegible)0	$5,980,626.80	$(illegible)	$48,991,361.62	$46,641,361.62	$2,350,000.00	$0.00	$49,035,142.06	$20,398,072.57	41.6%
OCPO	$2,066,896.00	$0.00	$852,947.00	$50,000.00	$0.00	$1,163,949.00	$1,163,949.00	$0.00	$0.00	$1,966,896.00	$1,852,947.00	94.2%
OCIO	$321,542,485.82	$29,655,7(illegible)	$66,681,608.00	$609,013.00	$1,285,000.00	$223,311,107.86	$205,005,291.86	$18,305,816.00	$0.00	$250,520,791.63	$123,760,225.63	49.4%
ODEEO	$233,711.00	$0.00	$0.00	$0.00	$0.00	$233,711.00	$233,711.00	$0.00	$0.00	$218,711.00	$189,743.00	86.8%
ODOC	$1,091,000.00	$0.00	$0.00	$0.00	$0.00	$1,091,000.00	$441,000.00	$650,000.00	$0.00	$1,091,000.00	$1,091,000.00	100.0%
OFPM	$805,000.00	$745,000.00	$0.00	$60,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$805,000.00	$745,000.00	92.5%
OGC	$1,177,(illegible)25.00	$0.00	$209,550.00	$185,000.00	$75,000.00	$702,975.00	$702,975.00	$0.00	$0.00	$1,097,525.00	$186,845.00	17.0%
OHHLHC	$3,550,6(illegible)	$0.00	$735,123.00	$240,000.00	$240,000.00	$2,809,504.00	$2,809,504.00	$0.00	$0.00	$2,711,627.00	$2,711,627.00	100.0%
OIG	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.0%
OPA	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.0%
OSDBU	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.0%
OSEC	$(illegible)8,000.00	$0.00	$171,000.00	$30,000.00	$0.00	$87,000.00	$87,000.00	$0.00	$0.00	$288,000.00	$241,000.00	83.7%
OSHC	$603,890.28	$15,000.00	$0.00	$0.00	$5,000.00	$583,890.28	$583,890.28	$0.00	$0.00	$598,890.28	$598,890.28	100.0%
OSPM	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.0%
PD&R	$81,821,862.41	$0.00	$34,276,675.00	$420,000.00	$2,463,930.00	$44,661,257.41	$6,129,259.41	$38,531,998.00	$0.00	$42,724,932.41	$8,829,933.41	20.7%
PIH	$60,085,182.44	$37,287,915.00	$3,317,623.00	$0.00	$74,977.00	$19,404,667.44	$16,135,906.44	$3,268,761.00	$0.00	$60,085,182.44	$42,927,856.44	71.4%
OTHER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.0%
HUD TOTAL	$2,161,960,664.73	$622,514,352.31	$155,138,721.82	$4,514,681.00	$14,722,171.05	$1,365,070,738.55	$1,267,482,163.55	$97,588,575.00	$0.00	$2,023,645,496.49	$1,101,445,407.26	54.4%

12

HUD Small Business Achievements

Year	Prime Goal	Prime Achievement (%)	Prime Achievement ($)	Subk Goal	Subk Achievement (%)	SBA Scorecard
2014	40.72%	40.32%	$499.6 M	55.00%	66.30%	A
2013	37.00%	38.67%	$637.7 M	55.00%	67.60%	A
2012	37.00%	40.34%	$603.8 M	55.00%	55.30%	A
2011	57.00%	36.06%	$626.1 M	68.00%	67.60%	C
2010	57.00%	27.96%	$449M	68.00%	51.50%	D

Karen Newton Cole, Director

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National Science Foundation (NSF)

National Science Foundation (NSF) Best Practices in Meeting Small Business (SB) Goals

Gracie Narcho

Richard Pihl

Barbara Mitchell

May 24, 2016

NSF Act of 1950
(Public Law 81-507)

- NSF's mission

"to promote the progress of science; to advance the national health, prosperity, and welfare; to secure the national defense; and for other purposes."

NSF Procurement/Assistance Total Budget and Obligations (in Billions)
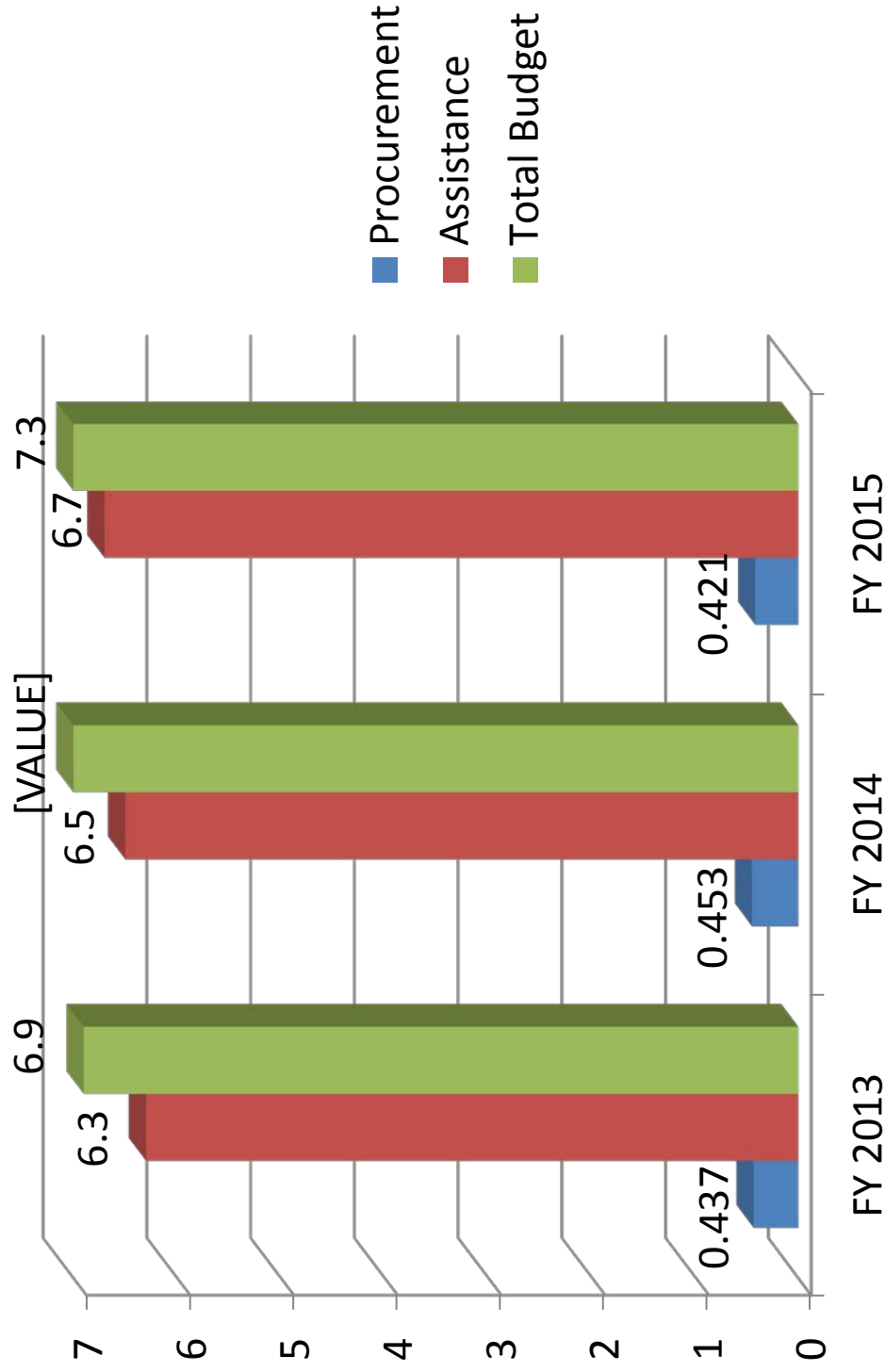
NSF Staffing

Total NSF Staffing = 2,100

- Career Employees
- Scientists from Research Institutions (Temporary Duty)
- Contract Workers
- Staff of National Science Board and Office of the Inspector General

1,400
200
450
50
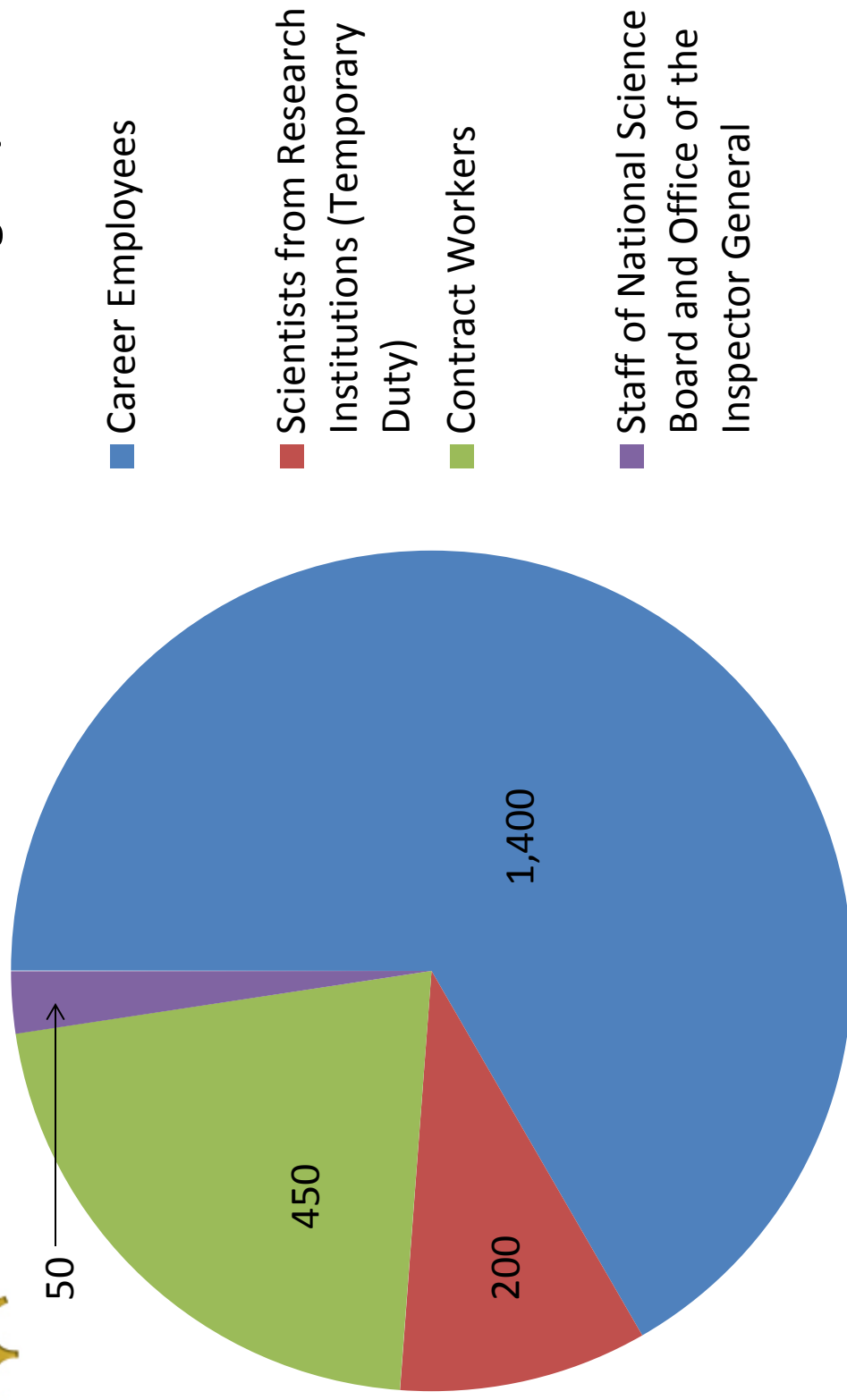
NSF OSDBU

- Located in Engineering Directorate but reports to NSF Director
- Also serves as the Office of Small Business Research and Development
  - fosters communication between the NSF and the SB community;
  - insures that set-asides for SB are effectively utilized;
  - collects, analyzes, compiles, and publishes information concerning grants and contracts awarded to SB concerns by the NSF, and the procedures for handling proposals submitted by SB business concerns;
  - assists individual SB concerns in obtaining information regarding programs, policies, and procedures of the NSF;
  - assures expeditious processing of proposals by SB concerns based on scientific and technical merit; and
  - recommends to the Director and NSB such changes in the procedures and practices of NSF as may be required to draw fully on the resources of the SB research and development community.

Procurement

- Division of Acquisition and Cooperative Support (DACS) Contracts Branch
  - 24 FTEs including Policy Team and Management and 3 contractors
- Division of Administrative Services (DAS) Procurement
  - 3 FTE and 2 contractors
  - Delegated authority from DACS Division Director/Senior Procurement Executive (SPE)
  - MOA Established
    - Purchases under $1M in direct support of DAS mission objectives (furniture, copier/printers and maintenance)

What We Buy

- Antarctic and Arctic Support

- Science and Engineering Statistical Support Services

- Information and Resource Management

- Support Services and Products

- Other Professional Services

  - Financial Management Support

  - HR Support

NSF SB Best Practices

- NSF Vendor Library
  - Market Research Tool
    - Contact Info
    - Services Offered
    - Capability Statement
    - NAICS Codes
    - Small Business/Socio-economic Status

NSF SB Best Practices

- NSF Vendor Library

NSF SB Best Practices

- NSF Small Business Improvement Initiative (Proactive/Strategic Planning)

  – High-level Procurement Management Involvement

  – Use of Annual Acquisition Forecast

  – Targeting

  – Program Office Buy-in

NSF SB Best Practices

- Results
  - Goal Achievements
    - Achieved "A" Scorecard grade in FY 2014 for the first time
      » SDVOSB goal achieved
      » Making progress towards achieving HubZone goal
  - Desktop/Laptop
    - $4M Blanket Purchase Agreement
    - 8(a) and HUBZone
  - Initial Outfitting, Transition & Commodities for the New NSF Headquarters Building
    - $69M Indefinite Delivery Indefinite Quantity (IDIQ)
    - 8(a) Alaskan Native

NSF SB Best Practices

- Acquisition Staff Knowledge/Awareness
  - Staff Meetings
  - Training
  - Policy NewsFlashes/E-mails
  - Contracts Branch Sharepoint Site
    - Goals/Achievements/POCs
  - Metric Updates

NSF SB Best Practices

- Outreach
  - Targeted Attendance at Conferences
  - Contractor Direct access to OSDBU Director
  - Small Business Liaison in Contracts Branch
  - Participation/Involvement with SBA
  - Website

NSF SB Best Practices

- FY 2015 Outreach
  - National Institute for the Blind, Washington, DC, 10/7-9/2014
  - GovConnectx, Falls Church, VA, 10/28/2014
  - Alliance Baltimore SB Procurement Fair, BWI Airport, 10/30/2014
  - Baltimore/Washington Chamber of Commerce, Greenbelt, MD, 11/19/2014
  - National Gay & Lesbian Chamber of Commerce, Washington, DC, 11/21/2014
  - National Veteran SB Engagement, Atlanta, GA 12/8-11/2014
  - NSF conducted a SB Vendor Outreach Webinar, 3/20, 2015
  - 10th Annual Veterans in Business Procurement Conference, Arlington, VA, 3/26/15
  - 25th OSDBU Procurement Conference; Washington, DC, 4/15/15
  - GovConnectx Summer Outreach SB Seminar, Falls Church, VA, 8/13/15
  - US Department of Transportation SB Day, Washington, DC, 8/4/15
  - Rep. Cedric Richmond's 5th Annual SB Expo, New Orleans, LA, 9/3/15

NSF SB Best Practices

- FY 2016 Outreach
  - National Industries for the Blind, Arlington, VA; 10/14/2015
  - National Gay and Lesbian Chamber of Commerce, Washington, DC; 10/19/2015
  - Ft. Belvoir Technology Exposition; Ft. Elvoir, VA; 10/22/2015
  - National HubZONE Conference, Chantilly, VA; 10/29/2015
  - U.S. Women's Chamber of Commerce, Washington, DC; 11/5/2015
  - National Veterans SB Procurement Conference, Pittsburgh, PA; 11/17-19/2016
  - USPAACC Business Roundtable Matchmaking & Networking, McLean, VA; 3/8/2016
  - 16th annual Alliance Mid-Atlantic, Atlantic City, NY; 3/31/2016
  - 26th Govenrment Procurement Conference; Washignton, DC; 4/6/2016
  - GovConectx, Summer Showcase, Falls Church, VA; 6/16/2016
  - ExpoBragg, Fort Bragg, NC; 7/21/2016

NSF SB Best Practices

- Contracting Officer/Specialist proactive in recommending Small Business to Program Office

- Collaborative Relationship between NSF OSDBU and Contracts Branch

  – Open Communication

Future Plans

- Continue Targeted Outreach Activities
- Improve Website
- Seek Additional Resources for OSDBU

NSF Small Business Prime Achievement History

FY	SB (Goal/Achievement)	SDB (Goal/Achievement)	WOSB (Goal/Achievement)	HUBZone (Goal/Achievement)	SDVOSB (Goal/Achievement)	Scorecard Letter Grade
2011	17.65%/17.65%	5%/8.5%	5%/5.3%	3%/1%	3%/.9	B
2012	20%/15.1%	5%/5.8%	5%/5%	3%/.7	3%/2.3%	C
2013	20%/18.8%	5%/10.8%	5%/5.4%	3%/.6%	3%/2.8%	B
2014	15.89%/17.0%	5%/9.2%	5%/4.8%	3%/1.9%	3%/3.2%	A
2015	18%/21.7%	5%/12.3%	5%/6.1%	3%/2.1%	3%/3.6%	?

NSF Small Business Subcontract Achievement History

FY	SB (Goal/Achievement)	SDB (Goal/Achievement)	WOSB (Goal/Achievement)	HUBZone (Goal/Achievement)	SDVOSB (Goal/Achievement)
2011	8.7%/17.7%	5%/5.5%	5%/3.3%	3%/.1%	3%/.1
2012	19%/27.9%	5%/9.2%	5%/9%	3%/.1	3%/1.3%
2013	19%/24.1%	5%/8.6%	5%/6%	3%/.3%	3%/2.9%
2014	24.3%/26.6%	5%/6.8%	5%/7.0%	3%/.3%	3%/3.6%
2015	24%/39.2%	5%/11.9%	5%/7.9%	3%/.5%	3%/4.6%

NSF Contact

Graciela (Gracie) Narcho

Office of Small and Disadvantaged Business Utilization

4201 Wilson Blvd., Room 575.15

Arlington VA 22230

gnarcho@nsf.gov

703-292-4825

NSF Contracting Opportunities Website:

http://www.nsf.gov/about/contracting/

Office of Personnel Management (OPM)

Office of Personnel Management

OSDBU

Best Practices

Desmond A. Brown

Director

September 27, 2016 SBPAC Meeting

United States Office of Personnel Management

Why OPM

Series Sessions (video link: https://vid.me/desismallbiz)

Mission

OPM oversees all policy created to support federal human resources departments — from classification and qualifications systems to hiring authorities and from performance management to pay, leave, and benefits. Along with making those policies, we are responsible for ensuring they are properly implemented and continue to be correctly carried out. In addition,

National Background Investigations Bureau (NBIB) is the announced name of a soon to be U.S. governmental agency within the Office of Personnel Management that will be responsible for performing background checks on federal personnel. The future creation of the agency was announced in January 2016 and will start in October 2016.

Mission

Office of Small & Disadvantage Business Utilization

OPM's OSDBU was created in March 2011 as part of the Small Business Act to ensure that small and disadvantaged businesses are provided maximum practicable opportunity to participate in the agency's contracting process.
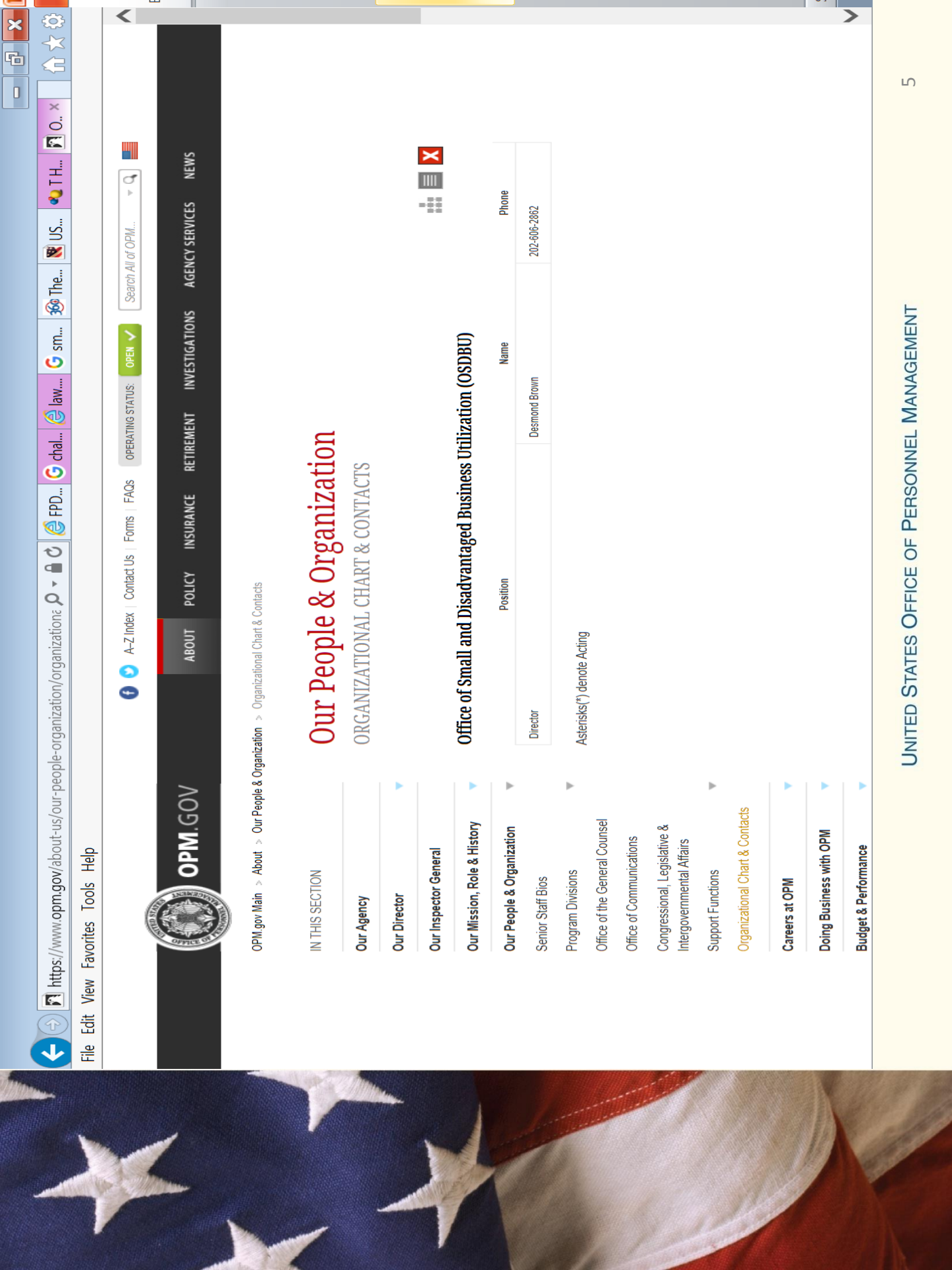
File   Edit   View   Favorites   Tools   Help

OPM.GOV

A–Z Index | Contact Us | Forms | FAQs

ABOUT   POLICY   INSURANCE   RETIREMENT   INVESTIGATIONS   AGENCY SERVICES   NEWS

OPERATING STATUS: OPEN

Search All of OPM...

OPM.gov Main > About > Our People & Organization > Organizational Chart & Contacts

IN THIS SECTION

Our Agency

Our Director

Our Inspector General

Our Mission, Role & History

Our People & Organization

Senior Staff Bios

Program Divisions

Office of the General Counsel

Office of Communications

Congressional, Legislative &
Intergovernmental Affairs

Support Functions

Organizational Chart & Contacts

Careers at OPM

Doing Business with OPM

Budget & Performance

Our People & Organization

ORGANIZATIONAL CHART & CONTACTS

Office of Small and Disadvantaged Business Utilization (OSDBU)

Position	Name	Phone
Director	Desmond Brown	202-606-2862

Asterisks(*) denote Acting

OPM Services

- Retirement Services
- Federal Benefits
- Human Capital Management
- Federal Investigative Services

UNITED STATES OFFICE OF PERSONNEL MANAGEMENT

Historical
Annual Small Business Scorecard

2009 Small Business Scorecard – F

2010 Small Business Scorecard – D

2011 Small Business Scorecard – D / C

2012 Small Business Scorecard – B

2013 Small Business Scorecard – A+

2014 Small Business Scorecard – A

2015 Small Business Scorecard – A

FPDS Small Business Goaling Report

FY2012 – 2016

$1.2B

Small Business Goaling Report

Active filters

Funding Department	Total Small Business Eligible Actions	Total Small Business Eligible Dollars	Small Business Actions	Small Business Dollars	Small Business Percentage	Small Disadvantaged Business Actions	Small Disadvantaged Business Dollars	Small Disadvantaged Business Percentage	8(a) Procedure Actions	8(a) Procedure Dollars	8(a) Procedure Percentage
OFFICE OF PERSON	19,799	$4,631,284,399.55	9,979	$1,200,978,596.67	25.9319 %	2,757	$407,153,618.30	8.7914 %	926	$250,205,138.81	5.4025 %
Total	19,799	$4,631,284,399.55	9,979	$1,200,978,596.67	25.9319 %	2,757	$407,153,618.30	8.7914 %	926	$250,205,138.81	5.4025 %

* DoD report data that are funded by DoD are delayed 90 days for non DoD users.

https://www.fpds.gov/Reports/manage/jsp/myReportsController.jsp

OSDBU

Initiatives Programs Outreach

Grassroots Marketing

Providing Value to OPM Program Offices

Assists – Counsels - Advises

Branding - #*Business Power!*

OSDBU

Initiatives Programs Outreach

Providing Value to OPM Program Offices

When interacting with our internal customers, are you selling a small business, or are you selling how the small business will deliver the best value?

1. Identify key levers to impact the decision

2. Change the customer conversation

3. Commit to execution

4. Measure, Measure, Measure

UNITED STATES OFFICE OF PERSONNEL MANAGEMENT

OSDBU
Initiatives Programs Outreach

Assists – Counsels – Advises

Help small business owners hone their abilities and advise them on navigating new challenges. OSDBU is a boon to the small business owner in a broad range of scenarios - we provide pointers on business strategy, bolster their networking efforts and/or act as confidantes.

OSDBU
Initiatives Programs Outreach

Market Research

Is the cornerstone in developing acquisition strategies and the success in reaching agency small business goals.

OSDBU Market Research Reform mandates to maximize the acquisition of commercial items and services from small businesses, CORs are to release their draft requirement to the control of the small business office before finalization.

OSDBU
Initiatives Programs Outreach

#*Business Power!*

Business Beyond what is the usual!

A movement that profoundly changed the way OPM personnel viewed small businesses—and the way products & services are acquired.

Barriers Facing Minority & Women-Owned Businesses

1. Negative Views
2. Ltd Access to Critical Info & Biz Networks
3. Ltd Access to Capital
4. Unclear Contract Terms
5. Difficulty Obtaining Part Performance
6. Difficulty Obtaining Bonding/Security Clearance
7. Contractor's False Claims M/WBE

FINTECH
Approach to Reducing Barriers

FinTech covers digital innovations and technology-enabled business model innovations in the financial sector.

Such innovations can disrupt existing industry structures and blur industry boundaries, facilitate strategic disintermediation, revolutionize how existing firms create and deliver products and services, provide new gateways for entrepreneurship, democratize access to financial services.
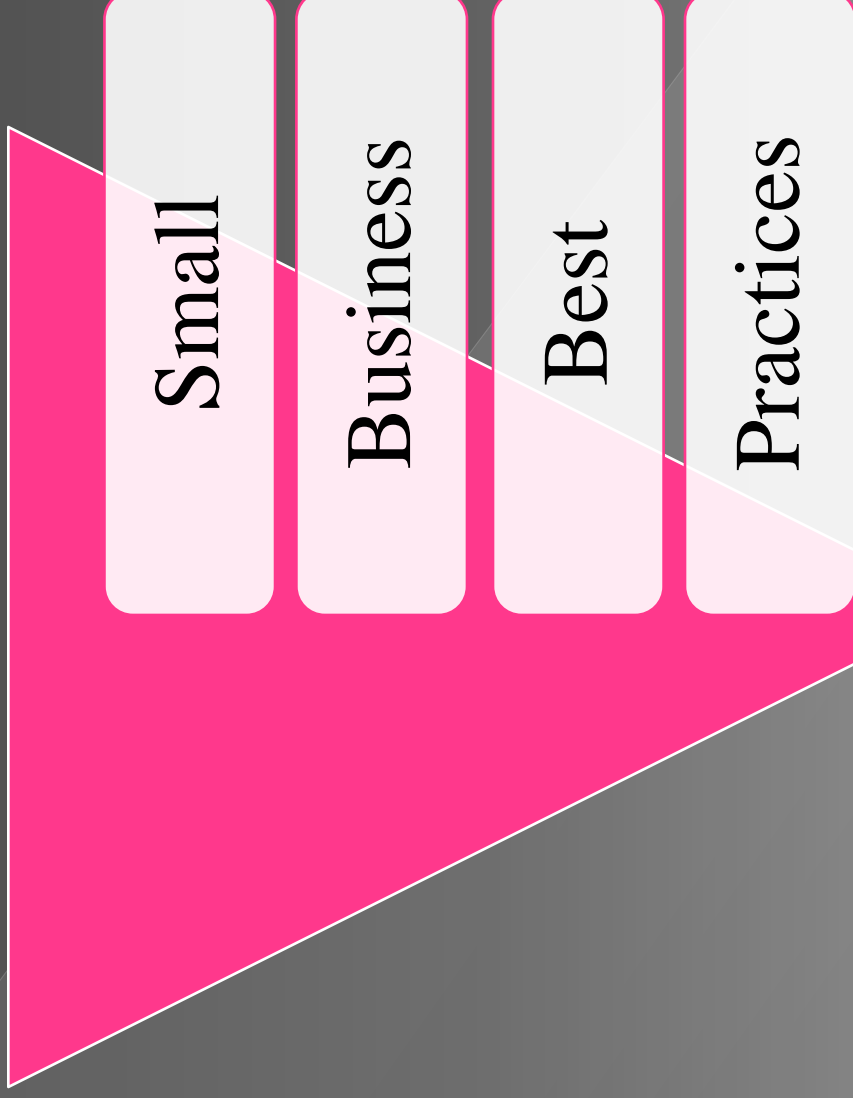
OSDBU

Contact Info:

Office of Small & Disadvantage Business Utilization

1900 E Street, NW

Rm. 1313A

Washington, DC 20415

202-606-2083 – office

small.business@opm.gov

Social Security Administration (SSA)

Social Security Administration

Small

Business

Best

Practices

Social Security 101

- Independent Agency (outside of cabinet)
- Central Office in Baltimore
- 65,000 employees nationwide
- 1,250 field offices
- 169 hearing offices
- 37 teleservice centers
- 10 regional offices
- 8 processing centers
- 54 State DDS offices
- Deliver services to US embassies in over 100 countries

SSA Benefits America!

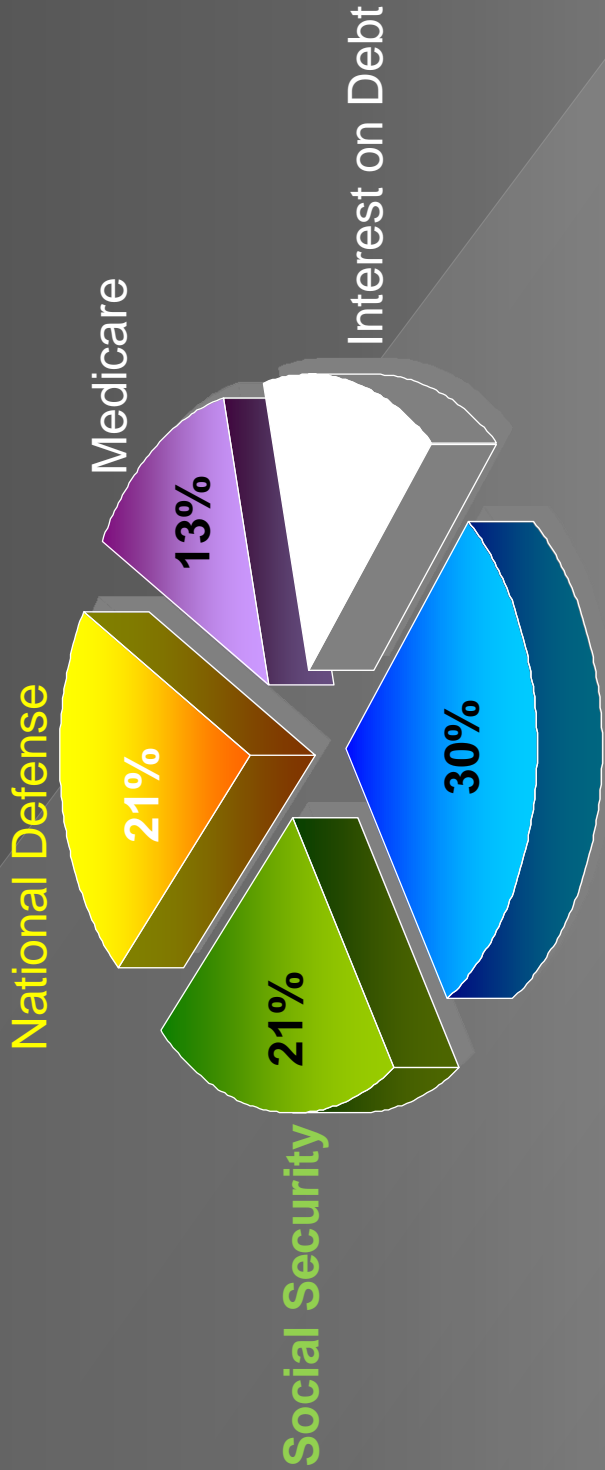Our **mission** is to: Deliver Social Security Programs that meet the changing needs of the public

Survivors

Federal Needs Based Programs

Retirement

Disability

The Importance of Social Security

Total Federal Government Budget Outlays ($3 trillion)

National Defense

Medicare

Interest on Debt

Social Security

Everything Else

13%

21%

21%

30%
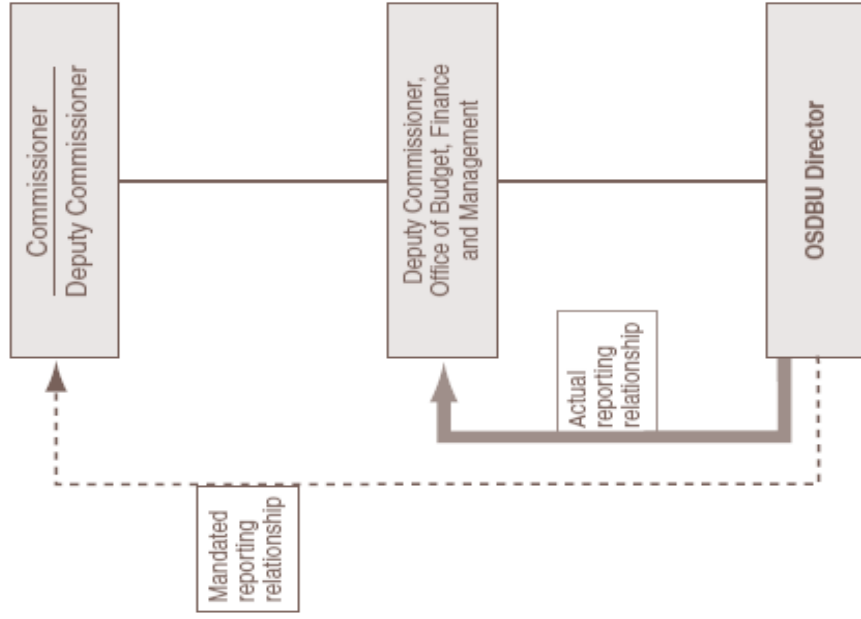
Fiscal Year 2010

Source: *President's Budget, FY 2010, Historical Tables.*

Figure 6: OSDBU Director's Reporting Relationship at the Social Security Administration, as of April 2011

Commissioner
Deputy Commissioner

Deputy Commissioner,
Office of Budget, Finance
and Management

OSDBU Director

Actual reporting relationship

Mandated reporting relationship

Source: GAO.

Office of the Commissioner Organization Chart

- **Commissioner ***
  Carolyn W. Colvin

- **Counselor to the Acting Commissioner**
  Frank Cristaudo
  - **Special Assistant**
    VACANT

- **Deputy Commissioner**
  Carolyn W. Colvin

- **Special Assistant to the Acting Commissioner**
  Kimber Wilson
- **Management Analyst**
  Linda Henderson
- **Staff Assistant**
  Ariednarelis Padilla (Lely)

- **Chief of Staff**
  Stacy L. Rodgers
  Deputy Chief of Staff
  Joe Lopez*

- **Special Assistant to the CoS**
  Edwin Green, Jr.**

- **Management Analyst**
  Erica Cerne

- **Senior Advisor**
  Vince Kilduff
- **Senior Advisor**
  Courtney Cooper**
  - **Special Assistant (Phyllis)**
    Dawn Rini**
- **Senior Advisor**
  Ben Belton
  - **External Liaison**
    Elizabeth Curtis
- **Senior Advisor**
  Bea Disman
- **Senior Policy Advisor**
  Jane Ross
- **Senior Advisor**
  LaMont Eanes
  - **Special Assistant**
    Ernestine Wise**
    - **EPiMO**
      Todd Archer
    - **ITIP**
      Sheena Burrell
- **Senior Advisor**
  Greg Pace
  - **Special Assistant**
    Roslyn Torella **
- **Executive Secretary**
  Darlynda Bogle
  - **Director OEO**
    Robin Wells

- **Executive Analyst**
  Karisma Gwaltney**
- **Executive Analyst**
  Frank Colpo
- **Management Analyst**
  Leah Ludwig
- **Executive Analyst**
  Punita Gupta
- **Executive Analyst**
  Katrina Fallin**

- **Executive Analyst**
  Angil Escobar
- **Executive Analyst**
  Temika Britton
- **Executive Analyst**
  Adolph Ramirez
- **Management Analyst**
  Paul C. Williams

- **Executive Officer**
  Pamela Booker
  - **Director OSDBU**
    Wayne McDonald
    - **SADBUS**
      Kim Huttenberger (OAG)
    - **Speech Writer**
      Tiffany Nicholson
    - **Expert Consultant**
      Eva Austin
  - **Management Analyst**
    Connie Philpot
  - **Management Analyst**
    Karen Barnett
  - **IT Specialist**
    Cory Watters
  - **Staff Assistant**
    Diane Donovan
  - **Staff Assistant**
    Carmen Salcedo
  - **Staff Assistant**
    Linda Coley
  - **Management Analyst**
    Cassandra Barber
  - **Staff Assistant**
    Aitza Maldonado **
  - **Management Analyst**
    Kyle Taylor**

---

*ACTING   ** DETAILEE

1. Linda Henderson supports ACOSS
2. Erica Cerne supports Stacy Rodgers, Joe Lopez, and Jane Ross
3. Diane Donovan supports LaMont Eanes and Frank Cristaudo
4. Carmen Salcedo supports Greg Pace, Darlynda Bogle, and Carolyn Johnson
5. Jasmine Reid supports Ben Belton and Eva Austin
6. Lely Padilla supports Kimber Wilson and Vince Kilduff

Updated 6/13/16

SSA ORGANIZATIONAL MANUAL

Subchapter SA

OFFICE OF THE COMMISSIONER

I. Mission

The Office of the Commissioner (OC) is directly responsible for all programs administered by SSA; for State-administered programs directed by SSA; and for certain functions with respect to the black lung benefits program. It provides executive leadership to SSA. The Office is responsible for development of policy, administrative and program direction, program interpretation and evaluation, maintenance of relations with news media, research oriented to the study of the problems of economic insecurity in American society; and development of recommendations on methods of advancing social and economic security through social insurance and related programs. The office is responsible for the management of the SSA-wide programs of civil rights and equal opportunity, including the development of SSA-wide civil rights and equal opportunity policies, regulations, and procedures pertaining to the development of sound affirmative employment and equal opportunity programs. Acts as an advocate, within the agency, for the use of designated small business concerns as sources for goods and services as prime contractors and subcontractors when making acquisitions under the Federal acquisition process and to support all the socio-economic contracting programs in place under the FAR.

EMAC
Electronic Management of
Assignments & Correspondence

This email is to notify you that your component has been identified to be responsible for the following assignment.

Task Type: FYI - General Information Role: CC

Instructions: NOTE 9-22-15: Please see attached template instructions and excel spreadsheet. Thank you Please see the attached OSDBU FY 2016 Acquisition Forecast template with instructions and guidance for developing your component's forecast for contracting opportunities. Please contact Wayne McDonald if you have any questions.

Other Assignees: Assignment Set 1 – Required Action

Assignee Name	Role	Task Type	Due Date	Time	Instructions
DCLCA Controls	TO	Required Action	10/30/2015	None	NOTE 9-22-15: Please see attached template instructions and excel spreadsheet. Thank you Please see the attached OSDBU FY 2016 Acquisition Forecast template with instructions and guidance for developing your component's forecast for contracting opportunities. Please contact Wayne McDonald if you have any questions.
OCSO Controls	TO	Required Action	10/30/2015	None	NOTE 9-22-15: Please see attached template instructions and excel spreadsheet. Thank you Please see the attached OSDBU FY 2016 Acquisition Forecast template with instructions and guidance for developing your component's forecast for contracting opportunities. Please contact Wayne McDonald if you have any questions.
OIG Controls	TO	Required Action	10/30/2015	None	NOTE 9-22-15: Please see attached template instructions and excel spreadsheet. Thank you Please see the attached OSDBU FY 2016 Acquisition Forecast template with instructions and guidance for developing your component's forecast for contracting opportunities. Please contact Wayne McDonald if you have any questions.
DCBFQM Controls	TO	Required Action	10/30/2015	None	NOTE 9-22-15: Please see attached template instructions and excel spreadsheet. Thank you Please see the attached OSDBU FY 2016 Acquisition Forecast template with instructions and guidance for developing your component's forecast for contracting opportunities. Please contact Wayne McDonald if you have any questions.
DCO Controls	TO	Required Action	10/30/2015	None	NOTE 9-22-15: Please see attached template instructions and excel spreadsheet. Thank you Please see the attached OSDBU FY 2016 Acquisition Forecast template with instructions and guidance for developing your component's forecast for

SOCIAL SECURITY

MEMORANDUM

Refer To: S1QC5

Date: September 23, 2015

To: Office of Acquisition and Grants' (OAG) Staff

From: Allyson Y. Stokes *Allyson Y. Stokes*
Director, Office of Acquisition Support

Subject: Flash Notice (FN) 19_15-01, Small Business Review Process Revisions

Purpose

This FN implements a new Small Business Set-Aside Review policy for contracting staff.

Background

On September 27, 2010, the President signed Public Law 111-240, the Small Business Jobs Act of 2010. The legislation contains a number of changes to federal procurement policy intended to promote the effective utilization of small businesses in government contracting. Section 1331 of the Jobs Act established guidance under which agencies may set aside part or parts of a multiple award contract for small business and; notwithstanding the fair opportunity requirements, set aside orders placed against multiple award contracts for small businesses.

New Policy

Effective October 1, 2015 the Small Business Set-Aside Review process is revised to eliminate "informational" reviews of delivery or task orders against agency indefinite-delivery indefinite-quantity contracts, agency-established BPA calls, and modifications to existing contracts and BPAs. Bundling reviews are performed (as applicable) when these contracts are awarded, thereby making a bundling review unnecessary for each call, delivery order or in-scope modification.

The Office of Small and Disadvantaged Business Utilization (OSDBU) and procurement center

ODCS
Deputy Commissioner for Systems

Information Management and Research ▸ Vendor Repository

Search this site...

Information Management and Research

Lists

Libraries

All Site Content

READ ME FIRST

Type	Name	Modified	E-Mail Subject	Vendor Expiration

E-Mail Subject : 2020 Telecom – Capabilities Statement – Systems Operation Support, LAN & WAN Engineering Support, Helpdesk Sup

E-Mail Subject : 22nd Century Van Lines--Moving and Transportation Contractor (3)

E-Mail Subject : 3T Federal Solutions-Capability Statement-Information Technology, Maintenance, Machinery (2)

E-Mail Subject : 4Core Technology Group, Inc.– Information Assurance , Cyber Security Services and Information Technology (2)

E-Mail Subject : Accelera Solutions, Inc-Cloud,Virtualization, Mobility, Cyber-Security, VMware, Citrix, Microsoft SCCM, Azure (2)

E-Mail Subject : Access Products, Inc.--Toner source--Printer Supplies (1)

E-Mail Subject : AEi International, System Integration, Website and Mobile Development, Software Development, Computer Hardwar

E-Mail Subject : AGF Enteprise LLC – E Learning Capabilities – Employee Training and Development (3)

E-Mail Subject : AGF Enterprise LLC – Capability Statement – Employee Training and Development, Employee Training Assessments

E-Mail Subject : All Filters LLC - Filtration Supplier (6)

E-Mail Subject : All Point Logistics, Software Hardware Value Added Reseller (2)

E-Mail Subject : AlphaTech Systems re: Modernization – SSI/DDS Big Data Analytics, Agile/DevOps, Angular/Node.js/APIs/Microser

E-Mail Subject : ANALYTICA – Capabilities Statement – Data Management, Information Management, Systems and Software Engineeri

E-Mail Subject : Aneukor -- IT Networking & Financial Solutions (4)

E-Mail Subject : Aperian Global – Capability Statement & Vendor Repository Registration – Consulting/Training/Web Tools (2)

E-Mail Subject : Aquent LLC-Worldclass budget stretching solution – Digital Communication, Marketing, Web Design (3)

E-Mail Subject : Ashland Industrial Services Capability Statement Facilities Maintenance and Training (2)

E-Mail Subject : Avista Realtime systems--automation engineering--integration (4)

E-Mail Subject : AXIOM CORPORATION:FISCAL--IT Services/Health IT/Training (8)

E-Mail Subject : BahFed Corp– IT supplies, Office supplies, IT services (2)

cybersecurity   🔍

Everything   SharePoint   Non-SharePoint   Regional Search   Central Office   Policy Net
SSA Web

Showing results for: http://sharepoint.ba.ssa.gov/dcs/odcs/STS/VendorInformation - **Didn't find what you're looking for?** Click here.

Preference for results in English ▾

Result type

Email

PDF

Word

Author

System Account

"^VendorRepository" <Ve...

"^SmallBusiness" <SmallB...

lcanali

49003

SHOW MORE

Modified date

One Year Ago   Today

All

📄 cAMBRIDGE gLOBAL aDVISORS, LLC

issues in national security such as **cybersecurity**, big data analytics, and large scale ...
to forward and implement a policy agenda for clients around **cybersecurity** and big
data ...

sharepoint.ba.ssa.gov/dcs/odcs/STS/.../CGA Intro for OSDBU.docx

📄 PRIME TECHNICAL SERVICES INC. CAPABILITIES BRIEF

Prime Technical Services Inc. is a Service-Disabled Veteran-Owned Small Business that
consistently provides superior, innovative, and cost ... **Cybersecurity**/Information
Security ...

sharepoint.ba.ssa.gov/.../Prime Technical Services Capabilities Bri...

📄 Palmetto_Camera_Products_Capability_Statement

Products Request inclusion to vendor database for video surveillance and
cybersecurity ... for video surveillance and **cybersecurity** Thread-Topic: Palmetto
Camera Products Request ...

sharepoint.ba.ssa.gov/.../Palmetto_Camera_Products_Capability_State...
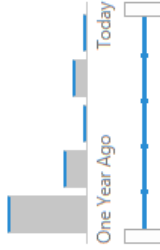
📄 FedCMS-Capabilities

www.fedcms.com   phone: 202.681.7115   fax: 202.318.7628   info@fedcms.com
FedCMS Products and Accompanying Services ... Custom Data Encryption Platform and
Libraries ...

sharepoint.ba.ssa.gov/dcs/odcs/STS/.../FedCMS-Capabilities.pdf

Palmetto Camera Products Request inclusion to vendor...

I would like to be included in your vendor database ... The services I offer are as
follows: 1. Vulnerability and penetration testing ... The software allows you to evaluate
your security ...

sharepoint.ba.ssa.gov/.../Palmetto Camera Products Request inclusio...

FedCMS - Doing Business With SSA - **Cybersecurity**, Case...

To whom it may concern: My name is Luigi "Gigi" Canali and I am the business
development ... to apply our expertise in **Cybersecurity**, Case Management, and
Content Management to SSA...

sharepoint.ba.ssa.gov/.../FedCMS - Doing Business With SSA - **Cybers...**

Freedom of Information Act (FOIA)

Recent SSA Headquarters Contracting History

This is a listing of awards made by the Office of Acquisition and Grants, the contracting office for the Social Security Administration. This does not include modifications to awards and call orders against blanket purchase agreements.

The list shows all awards with completion dates of 6 months ago or less. "Completion date" means the period of performance ending date, or the scheduled delivery date, or if neither of those apply, the award date.

Listing Date: Monday, July 06, 2015 5:46:06 AM

To get the list, you can do one of the following methods:

Get Complete Listing: HTML

Download Datasets: CSV - XML - JSON

Select any alphabetical tab to get the list, the list is alphabetical by

Contractor Name or Description

as it appears on the award document.

- A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

Information About:

Acquisitions ▶

Grants ▶

Freedom of Information Act (FOIA) ▶

Recent SSA Contracting History

SSA Purchase Cardholder Roster -- Active Purchase Card Listing by State

Fiscal Year Report on Acquisitions Made from Foreign Manufacturers

Small & Disadvantaged Business

Search by name description or contract number

Enter your search criteria:

Enter at least two characters to search/find a matching contractor's name:

| free | | Get matching Contractor's Name |

Enter at least two characters to search/find a matching award's description:

| | Get matching Award's Description |

Enter at least four characters to search/find a matching contract number:

| | Get matching Contract Number |

Contractor List -- Contractor's Name Contains 'FREE' -- Total Count: 12

Contractor (*=Small Business)	Contract Number	Description	Award Type	Award Date	Obligation Amount	Completion Date
BARRIERS FREE CONSULTING, INC. *	SS09-13-40018/00 0007	VERBATIM HEARING RECORDINGS - SOCIAL SECURITY ADMINISTRATION OFFICE OF DISABILITY ADJUDICATION REVIEW RG09	BPA	11/27/2012	$0	11/30/2015
BARRIERS FREE CONSULTING, INC. *	SS02-11-40140/00 0003	Verbatim Hearing Recordings (VHR) Blanket Purchase Agreement (BPA) for the Office of Disability Adjudication and Review (ODAR)	BPA	02/08/2011	$0	12/31/2015

Search result matching the word "free"

Example of Using Quick Search Function in GSA eLibrary

Example of Schedule Summary Page

Home | eBuy - quotes | GSA Advantage - online shopping | Help

Search: _____ all the words ▼ Go

Schedule Summary
For general questions, contact:
National Customer Service Center
Phone: 1-800-488-3111
E-mail: nasrvicdesk@gsa.gov

75

OFFICE PRODUCTS/SUPPLIES AND SERVICES AND NEW PRODUCTS/TECHNOLOGY - Includes Videotapes, Audiotapes, Tape Cartridges, Diskettes/Optical Disks, Disk Cartridges, Anti-Glare Screens, Cleaning Equipment & Supplies, Ergonomic Devices, Next Day Desktop Delivery of Office Supplies, and Restroom Products such as Roll Toilet Tissue Dispensers, Toilet Tissue, Paper Towels, Toilet Seat Covers, Facial Tissues, and Soaps for Restroom Dispensers.

GSA Contracts Online...
Federal Buyers:
View Contract Clauses ▶▶

Vendors
Click here to view the current solicitation on FedBizOpps

75 Category list: [75 200 ▼] Go

▶ Download Contractors (Excel)

Category	Description
75 200	**OFFICE PRODUCTS** - Offerors may offer their entire commercial catalog, or may offer a select, limited line of office products. Office products include, but are not limited to items such as: pens, pencils, markers, xerographic paper, printer paper, fax paper, binders, tape, envelopes, shredders, helical-scan, longitudinally oriented video tapes, video cassettes, reel to reel audio tapes, blank endless loop audio cartridge tapes, magnetic tape audio recording cassette, computer tape, reel, cartridge, cassette, diskettes, disk packs, disk cartridges, anti-glare/anti-radiation screens (VDT), ergonomic products (wrist and foot rests), cleaning equipment and supplies (head cleaners, disk drive cleaners, monitor cleaners, toner wipes, minivacuums, etc.) optical disks, CD ROMS, physical storage, security, protective and related ADP supplies, and toner cartridges. Toner cartridge offerors must provide arrangements for empty toner cartridges to be returned from customers. This may include prepaid shipping labels in the products packaging and/or rebates. EXCLUSIONS: All products which have been determined to be essentially the same as items available under the AbilityOne Program;(formerly JWOD)items which do not comply with the requirements set forth in Executive Order 13423 and Items which are not in compliance with the Trade Agreements Act. Firms offering their entire commercial catalog are only authorized to distribute this catalog to our customers. Any other catalogs cannot be used, substituted, or distributed with the GSA contract number printed on it, to GSA customers or other federal agencies.

Sub-Categories (not all vendors have been placed within the following subcategories. To view a complete list of vendors, click on the SIN)

Appliances (office)

Binding and Filing

Business Machines (calculators, copier/fax supplies, etc.)

Calendars and Personal Organizers |

Search in Document for Schedule SIN Number

75 200 --- OFFICE PRODUCTS/SUPPLIES

The offering of office products/supplies and services listed in the firm's commercial office supply catalog. Offerors may offer their entire commercial catalog, or may offer a select, limited line of office products. Office products include, but are not limited to items such as: pens, pencils, markers, xerographic paper, printer paper, fax paper, binders, tape, envelopes, shredders, helical-scan, longitudinally oriented video tapes, video cassettes, reel to reel audio tapes, blank endless loop audio cartridge tapes, magnetic tape audio recording cassette, computer tape, reel, cartridge, cassette, diskettes, disk packs, disk cartridges, anti-glare anti-radiation screens (VDT), ergonomic products (wrist and foot rests), cleaning equipment and supplies (head cleaners, disk drive cleaners, monitor cleaners, toner wipes, minivacuums, etc.) optical disks, CD ROMS, physical storage, security, protective and related ADP supplies, and toner cartridges. Toner cartridge offerors must provide arrangements for empty toner cartridges to be returned from customers. This may include prepaid shipping labels in the products packaging and/or rebates. EXCLUSIONS: All products which have been determined to be essentially the same as items available under the AbilityOne Program (Formerly JWOD). Items which do not comply with the requirements set forth in Executive Order 13423 and Items which are not in compliance with the Trade Agreements Act. Firms offering their entire commercial catalog are only authorized to distribute this catalog to our customers. Any other catalogs cannot be used, substituted, or distributed with the GSA contract number printed on it, to GSA customers or other federal agencies.

Sales: $422,954,373

NAICS for Paper is 322230

empty toner cartridges to be returned from customers. This may include prepaid shipping labels in the products packaging and/or rebates. EXCLUSIONS: All products which have been determined to be essentially the same as items available under the AbilityOne Program (Formerly JWOD). Items which do not comply with the requirements set forth in Executive Order 13423 and Items which are not in compliance with the Trade Agreements Act. Firms offering their entire commercial catalog are only authorized to distribute this catalog to our customers. Any other catalogs cannot be used, substituted, or distributed with the GSA contract number printed on it, to GSA customers or other federal agencies.

Sales: $422,954,373

Sales Period: Oct 1, 2014 to Sep 30, 2015

Cooperative Purchasing: No

Set Aside: No

FSC/PSC Code : 7510

Maximum Order : $150,000

NAICS

Number	Description	Business Size
322230	Stationery Product Manufacturing	500 employees
325992	Photographic Film, Paper, Plate and Chemical Manufacturing	500 employees
333318	Other Commercial and Service Industry Machinery Manufacturing	1000 employees
339940	Office Supplies (except Paper) Manufacturing	500 employees

OTHER BEST PRACTICES

- Monthly Vendor Outreach Sessions and Outreach via Webinars

- Bi-Weekly Staff Meetings with Office of the Commissioner

- Quarterly Dashboard Report of Small Business Goal Performance to Senior Executives

- Quarterly Training for Contracting Officers and Contracting Officer Representatives

- Annual Small Business Procurement Conference

- 15 External Outreach Events in the Washington/Baltimore Metropolitan Area

Social Security Administration Women-Owned Small Business Goal Performance

WOSB Goal Achievement		
Percentage		**Dollars Obligated**
6.36%	FY 2011	$83.0M
10.80%	FY 2012	$163.3M
12.74%	FY 2013	$172.7M
10.72%	FY 2014	$178.9M
12.94%	FY 2015	$216.0M
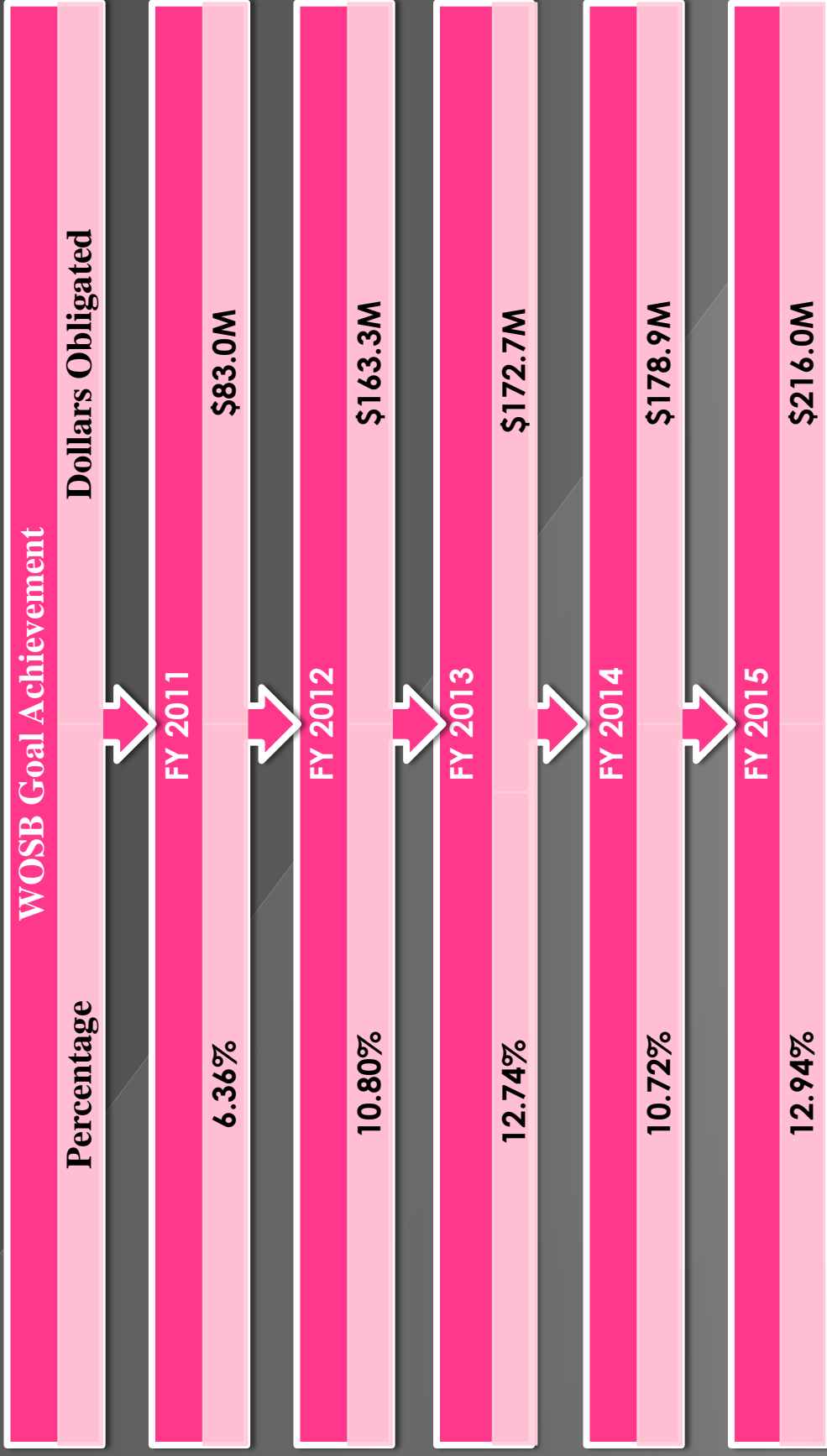
SMALL BUSINESS

Year	Scorecard Grade	Scorecard Percentage
FY 2013	A	101.33%
FY 2014	A	112.09%
FY 2015	A	114.05%
FY 2016	A*	114.50%

*Projected, not officially recognized by the U.S. Small Business Administration

Contact Information

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https://www.ssa.gov/agency/osdbu/

Social Security Administration

6401 Security Blvd.

Baltimore, Maryland 21244

FAX: (410) 965-2965

Department of Energy (DOE)

Office of Small & Disadvantaged Business Utilization

Paul E. Ross
Acquisition Specialist

August 30, 2016
Department of Energy
Best Practices Presentation to SBPAC

U.S. DEPARTMENT OF ENERGY

DOE's Mission

☐ **Energy Security** – Catalyze the timely, material and efficient transformation of the nation's energy system and secure U.S. leadership in clean energy technologies).

☐ **Nuclear Safety and Security** – Enhance nuclear security through defense nonproliferation and environmental efforts.

☐ **Management and Operational Excellence** – Establish an operational and adaptable framework that combines the best wisdom of all Department stakeholders to maximize mission success

☐ **Environmental Responsibility** – Stop or reverse environmental damage caused by our legacy of nuclear warhead production.

☐ **Science and Innovation** – Maintain a vibrant U.S. effort in science and engineering as a cornerstone to our economic prosperity with clear leadership in strategic areas.

DOE's Locations

Major DOE Laboratories and Field Facilities
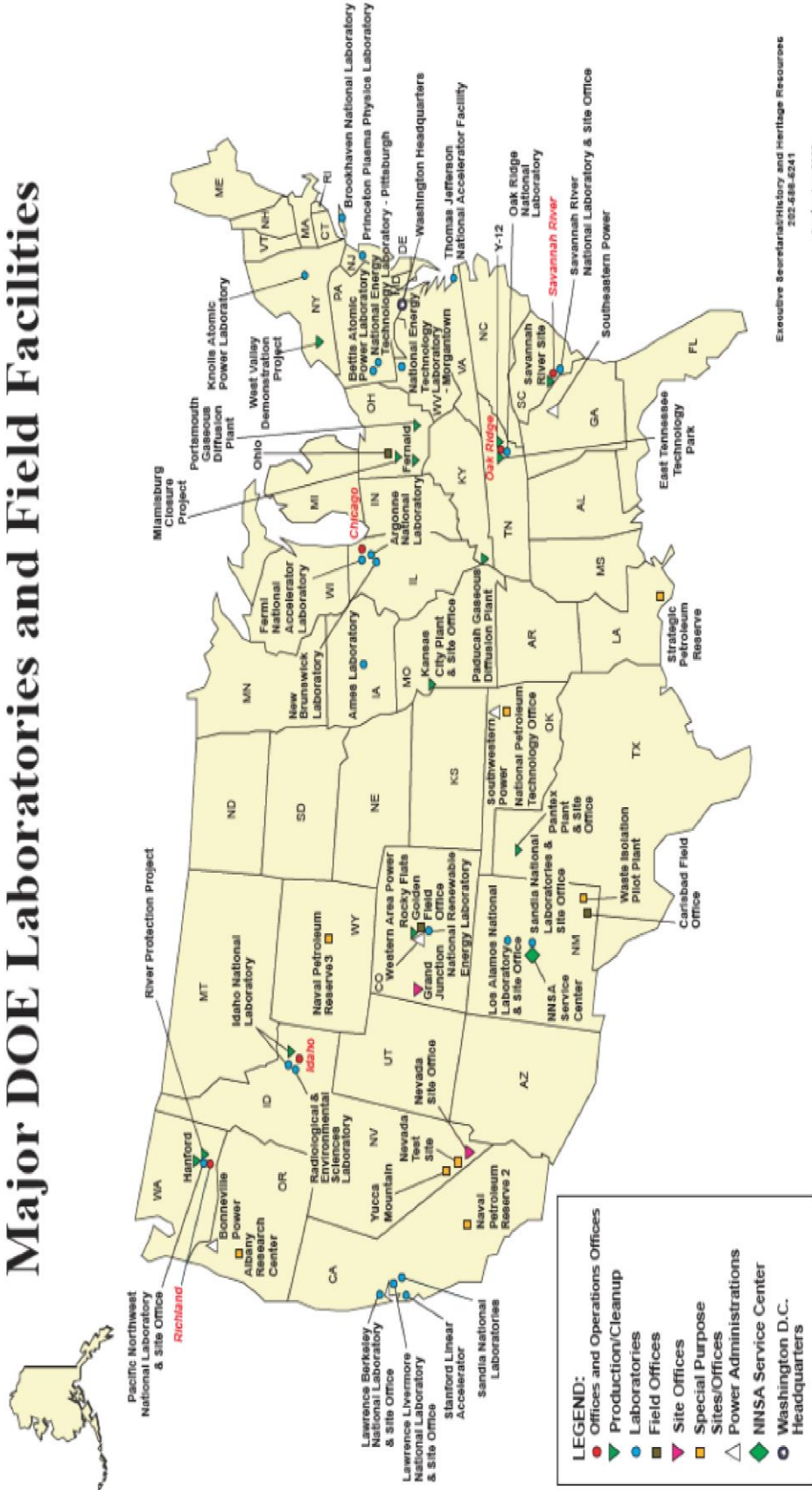
DOE Major Award Focus

1. The Energy Department Maintains 17 Federally Funded Research & Development Centers (FFRDCs). FAR 35.017.

2. The Department manages a total of 24 Management & Operating Contractors (FAR 17.6 inclusive of FFRDCs), which spend approximately 75%-85% of our procurement base which averages $24B annually.

3. Therefore DOE's profile is that of a subcontracting agency.

Power Administrations

POWER MARKETING ADMINISTRATIONS

WAPA — Western Area Power Administration
BPA — Bonneville Power Administration
SEPA — Southeastern Power Administration
SWPA — Southwestern Power Administration

* NOTE: Both Western and Southwestern market power in Kansas
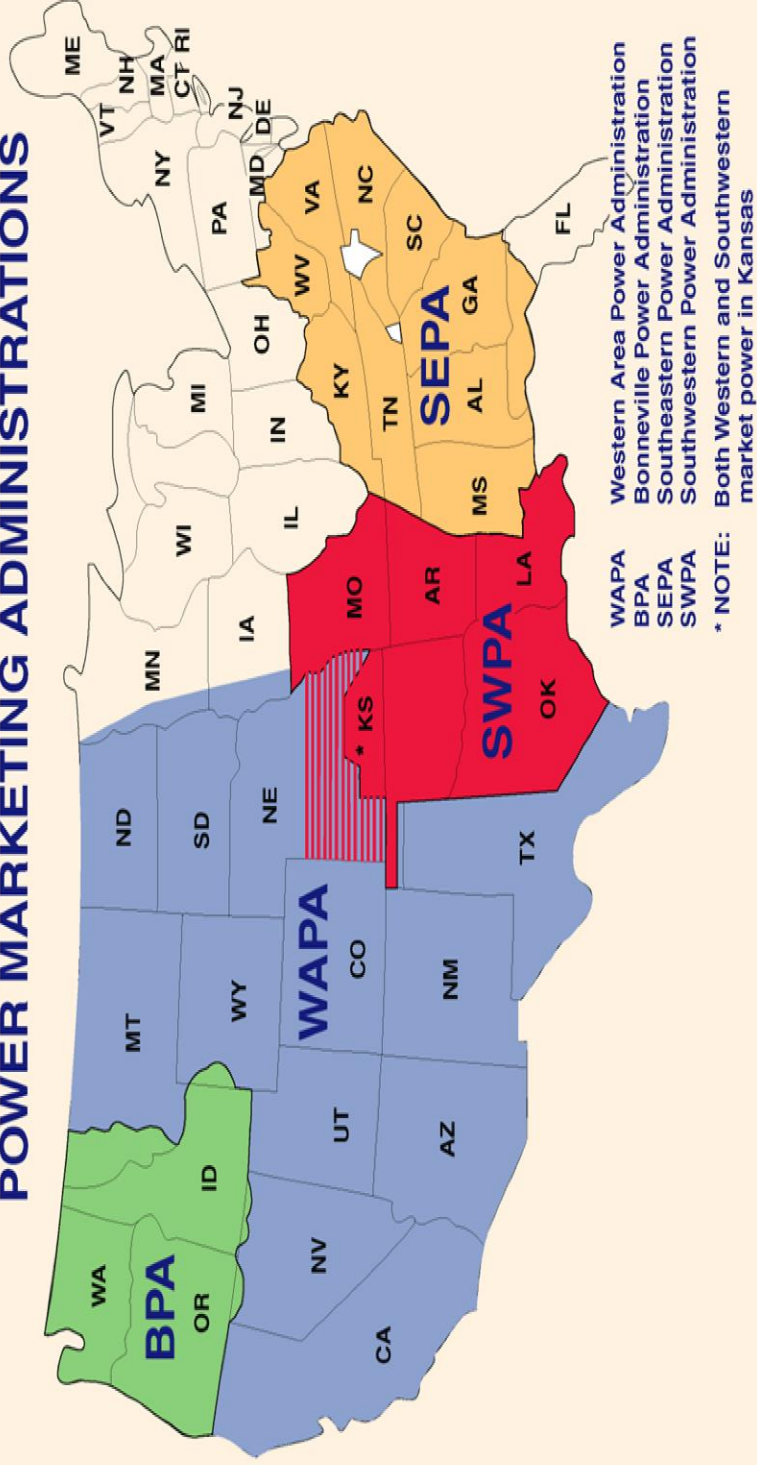
FY 2016 Small Business Goals

FY 2016 Small Business Prime & Subcontracting Goals

	Prime	Subcontracting
Small Business	6.37%	50.0%
SDB	5.0%	5.0%
WOSB	5.0%	5.0%
SDVOSB	3.0%	3.0%
HUBZone	3.0%	3.0%

DOE Small Business Best Practices

1. The OSDBU Director reports directly to the Office of the Secretary of Energy (Better Participation/Support Mission/Funding).

2. Annual Small Business Awards Program.

3. DOE Secretary attended and addressed 15th Annual DOE Small Business Forum & Expo.

4. Oak Ridge Institute for Science and Energy (ORISE) Impact on Small Business Review Form Reviews – ORISE.

5. Dollars obligated - Conversions of Large Business Awards into Small Business Awards.

6. Automated 4220 Small Business Review Form.

7. Automated Small Business Goaling Process.

8. How To Do Business with DOE.

9. Small Business First Policy updates.

10. Aligned OSDBU staff with the Department's undersecretary offices and hire former 1102s.

OSDBU and Authority

DEPARTMENT OF ENERGY

15 May 2016

Office of the Secretary
Dr. Ernest J. Moniz
Secretary

Dr. Elizabeth Sherwood-Randall
Deputy Secretary

Chief of Staff

Associate Deputy Secretary

Federal Energy Regulatory Commission

Inspector General

Ombudsman

Boards & Councils
Secretary of Energy Advisory Board
National Laboratory Policy Council

Energy Council
Credit Review Board
Cyber Council
Nuclear Security Council
Jobs Council
ESAAB

Office of the Under Secretary for Nuclear Security and National Nuclear Security Administration
Frank G. Klotz
Under Secretary for Nuclear Security Administrator, NNSA
Madelyn Creedon
Principal Deputy Administrator NNSA

Deputy Administrator for Defense Nuclear Nonproliferation
Deputy Administrator for Naval Reactors
Associate Administrator for Defense Nuclear Security
Associate Administrator for External Affairs
Associate Administrator for Management & Budget
Office of General Counsel

Deputy Administrator for Defense Programs
Deputy Under Secretary for Counter-terrorism & Counter-proliferation
Associate Administrator for Emergency Operations
Associate Administrator for Safety, Infrastructure & Operations
Associate Administrator for Acquisition & Project Management
Associate Administrator for Information Management & Chief Information Officer

Office of the Under Secretary for Science & Energy
Dr. Franklin Orr
Under Secretary for Science and Energy

Office of Science
Assistant Secretary for Energy Efficiency and Renewable Energy
Assistant Secretary for Fossil Energy
Assistant Secretary for Nuclear Energy
Assistant Secretary for Electricity Delivery and Energy Reliability
Indian Energy Policy and Programs
Office of Technology Transitions[2]

Office of the Under Secretary for Management & Performance
Vacant
Under Secretary for Management and Performance

National Laboratory Operations Board
Associate Under Secretary for Environment, Health, Safety & Security
Assistant Secretary for Environmental Management
Economic Impact & Diversity
Management
Chief Human Capital Officer
Chief Information Officer[1]
Project Management Oversight & Assessments
Legacy Management
Hearings & Appeals

Assistant Secretary for International Affairs
Assistant Secretary for Congressional & Intergovernmental Affairs
General Counsel
Chief Financial Officer
Intelligence & Counterintelligence
Enterprise Assessments
Public Affairs
Small and Disadvantaged Business Utilization

U.S. Energy Information Administration
Advanced Research Projects Agency - Energy
Energy Policy & System Analysis
Loan Programs Office
Bonneville Power Administration
Southwestern Power Administration
Southeastern Power Administration
Western Area Power Administration

[1] The CIO reports directly to the Secretary for the purposes of carrying out responsibilities under Subchapter 44 U.S.C § 3506(a)(2)(A).
[2] The director of the Office of Technology Transitions also serves as DOE's Technology Transfer Coordinator who reports to the Secretary of Energy

FY 2015 Annual Small Business Awards Program

Ten awards recognize outstanding achievements of individuals and organizations within the Department's prime and subcontracting activities.

1. The Federal Small Business Program Manager of the Year (Special Act Award),

2. The Federal Procurement Director of the Year (Special Act Award),

3. Federal Small Business Achievement of Year (with a Facility Management Contractor Program Office),

4. The Federal Small Business Achievement of Year (non-Facility Management Contractor Program Office),

5. Facility Management Contractor Small Business Program Manager of the Year,

6. Facility Management Contractor Procurement Director of the Year,

7. The Facility Management Contractor Small Business Achievement of the Year,

8. The DOE Laboratory Director of the Year,

9. The Mentor of the Year, and

10. The Protégé of the Year.

Seven awards distinguish the exceptional performance of the Department of Energy's small business prime and subcontractors.

1. The Woman Owned Small Business of the Year,

2. The 8(a) Small Disadvantaged Business of the Year,

3. The HUBZone Small Business of the Year,

4. The Service Disabled Veteran Owned Small Business of the Year,

5. The SBIR/STTR Small Business of the Year,

6. The Small Business of the Year, and

7. OSDBU Director's Excellence Award.

Secretary Moniz Provided Welcome Remarks First Secretary to deliver remarks since 2008

Secretary Moniz Address 15th Annual Small Business Forum & Expo

Opening Ceremony 15th Annual Small Business Forum & Expo in Atlanta, George on May 24, 2016

THANK YOU!

Federal Office of Small and Disadvantaged Businesses Utilization (OSDBU) Directors Panel

Impact on Small Business Review Form Reviews - Oak Ridge Institute for Science and Energy (ORISE)

ORISE (TCV $450M) Large Business:

- Oak Ridge Associated Universities (ORAU) self performed work that was later awarded to Project Enhancement Corporation (PEC - a small business) that was competed through the NNSA TEPS BPAs as a set-aside for Emergency Preparedness and Nuclear Forensics scope ($66.9M/5 yrs.)

- Boston Government Services Training Assessment Development (a small business 8(a) company) was awarded ($2.2M for 5 yrs.) contract.

- AWD Management Services, Support Services, 8(a) WOSB ($214K for 4 yrs.)

Dollars Obligated - Conversions of Prime Large Business Awards into Prime Small Business Awards

Prime Awards to Large Business (LB)

- Hewlett Packard Company AFS-2-22353-01 Prime Award $12M.

- DLT $22M Prime Award.

- Various Prime and SubK Awards $8.8M.

- FEMP Large Business Company Previously all Large Businesses ($5B/16 ea./$80B]).

Conversion of LB to Small Business (SB)

- Holman's USA Prime Award $11.2M.

- Mythics (Oracle) $19.9M Prime Award.

- Carahsoft Technologies $68M (5 yrs.) Prime Award.

- FEMP IDIQ multiple awards (Two awards are reserved for small businesses and small business participation plans will be developed as well as subcontracting plans for LB's .

Dollars Obligated - Conversions of Prime Large Business Awards into Prime Small Business Awards Cont.

Prime Awards to Large Business (LB)

- Energy Sector Planning and Analysis Services (ESPA) Contractor Booz Allen Hamilton Inc. large Business.

- Project Execution and Integration (PEI) support KeyLogic Systems Inc. small business.

- Program and performance Management services (PPM) Leonardo Technologies small business.

Conversion of LB to Small Business (SB)

- These three awards were combined during the solicitation process and advertised as one award known as Mission Execution Strategic Analysis (MESA). The award was to a small business. The award winner was KeyLogic Systems Inc. a small business.

Dollars Obligated - Conversions of SubK Large Business Awards into SubK Small Business Awards

SubK Awards to Large Business (LB)

- SCI Consulting Services SubK Award $7.4M total value of $18.6M.

- Navigant Appliance Standard (NAS) est. $100M. A prime LB award.

Conversion of LB to Small Business (SB)

- Information International Associates (IIA), a small, women-owned business SubK Award BOA/5-year term $24M.

- NAS 30% SB achievement SubK goal in increments- First year – 18%, second 25% and third, 30%.

Automated Small Business Review Form (DOE F 4220.2, Small Business Review Form)

1. Allows SB Forms to be electronically routed.

2. The OSDBU review will be completed within ten (10) business days upon receipt of a complete acquisition package.

3. OSDBU reviews all proposed acquisitions that are over $3 million and not set aside for small business (working to reduce OSDBU review threshold).

4. Records retain for review and reporting functionality/transparency.

5. Recommendations for small business participation as subcontractors, Mentor-Protégé agreement, the right to pull out work for small business prime contracting opportunities in the future.

Automated Small Business Goaling Process

1. Two training modules.

2. Goal 44 program offices individually.

3. SBA cross agency priority goals.

4. Allows OSDBU to adjust the projected goal of the program elements.

5. Collaboration with the OCFO.

How To Do Business with DOE

1. Detailed email with overview of DOE

2. Addresses and phone numbers of SBPMs and contractor SBPMs on OSDBU website

3. Links to DOE and other valuable information

   a) http://energy.gov/osdbu/acquisition-forecast

   b) http://www.energy.gov/about-national-labs

   c) http://www.energy.gov/

Small Business First Policy DOE P 547.1 Approved: 12-14-2012

- Key Points:
  - □ Enforces compliance with the Small Business Act.
  - □ Ensures prime contracting opportunities are available to the maximum extent practicable to small business concerns.
  - □ Ensures the formal reporting of market research prior to contract action.
  - □ Ensures accountability via performance expectations.

- Pending Upgrades:
  - □ Standardize Sources Sought.
  - □ Reduce OSDBU review threshold from $3M to $150K.
  - □ Update the DOE Small Business Review Form (4220).

16th Annual DOE Small Business Forum and Expo

May 16-18, 2017

Sheraton at Kansas City Hotel at Crown Center
2345 McGee Street
Kansas City, MO 64108

Point of Contact

- Paul E. Ross

- Office of Small and Disadvantaged Business Utilization (OSDBU)

- U.S. Department of Energy

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- Golden C0 80401

- (P)303 275-3807

- paule.ross@hq.doe.gov

Department of Homeland Security (DHS)

SBPAC Best Practices Presentation

- Date: Tues. June 28, 2016

- Topic: Establishment of Small Business Goals for Agency Components/Bureaus

- Page 1 of 11

Homeland Security

SBPAC Best Practices Presentation

- Background:

- Establishment of Small Business Goals for Agency Components/Bureaus was introduced as a best practice in the Cross-Agency Priority (CAP) Goals in the FY 2013 Federal Budget

- Page 2 of 11

Homeland Security

SBPAC Best Practices Presentation

- Work with SBA to establish the department-wide goals with emphasis on the overall small business prime contracting goal and the overall small business subcontracting goal

- Socioeconomic goals are the same for all departments at the prime and subcontracting level (SDB = 5%; WOSB = 5%; SDVOSB = 3%; and HUBZone = 3%)

- Page 3 of 11

Homeland
Security

SBPAC Best Practices Presentation

- Develop a spreadsheet to determine the needed individual component/bureau overall small business prime contracting goal to ensure that goals meet the department-wide goal

- See the Excel document on Page 5 for an illustration

- Page 4 of 11

Homeland Security

SBPAC Best Practices Presentation

	Small Business Projections for FY 2016 by DHS Component		
Component	Total Dollars (Estimate)	Small Business Goal (%)	Projected Results
HQ OPO	$ 4,000,000,000	33.50%	$ 1,340,000,000
USCG	$ 3,100,000,000	35.50%	$ 1,100,500,000
CBP	$ 2,100,000,000	34.00%	$ 714,000,000
TSA	$ 1,500,000,000	23.00%	$ 345,000,000
ICE	$ 1,500,000,000	37.50%	$ 562,500,000
FEMA	$ 900,000,000	31.00%	$ 279,000,000
USSS	$ 250,000,000	37.00%	$ 92,500,000
FLETC	$ 250,000,000	50.00%	$ 125,000,000
Total	$ 13,600,000,000		$ 4,558,500,000
		Projected Results =	33.52%
Note: HQ OPO includes USCIS AND FPS		DHS-wide SB goal =	33.50%
FYI:			
DHS-wide SB goal = 33.50%			
6 components at or above 33.50% (HQ OPO, USCG, CBP, ICE, USSS, and FLETC)			
2 components below 33.50% (TSA and FEMA)			

- Page 5 of 11

Homeland
Security

SBPAC Best Practices Presentation

- Develop a template for each component/bureau with historical data and a "fill-in-the-blank" section for the upcoming fiscal year goals

- To maintain commitment to the 8(a) program, consider establishing a goal for the 8(a) program as a subset of the overall SDB goal

- See the Word document on Page 7 for an illustration

- Page 6 of 11

Homeland
Security

SBPAC Best Practices Presentation

Worksheet for DHS Small Business Goals and Achievements/Component: Secret Service

Category	FY 13 Goals	FY 13 Results	FY 14 Goals	FY 14 Results	FY 15 Goals	FY 15 Results	FY 16 Goals	FY 16 YTD Results	FY 17 Proposed Goals
SB Prime	35.0%	48.2%	35.0%	45.7%	36.0%	44.2%	37.0%	33.0%	
8(a) Prime	4.0%	6.7%	4.0%	8.1%	4.0%	4.2%	4.0%	4.1%	
Non-8(a) SDB Prime	5.0%	12.2%	5.0%	8.0%	5.0%	18.5%	5.0%	7.6%	
Overall SDB Prime	9.0%	18.9%	9.0%	16.1%	9.0%	22.7%	9.0%	11.7%	
HUBZone Prime	3.0%	9.2%	3.0%	9.3%	3.0%	5.0%	3.0%	3.5%	
SDVOSB Prime	3.0%	5.7%	3.0%	9.5%	3.0%	7.9%	3.0%	8.5%	
VOSB Prime	N/A	6.4%	N/A	10.7%	N/A	10.9%	N/A	10.5%	N/A
WOSB Prime	5.0%	15.4%	5.0%	10.3%	5.0%	9.9%	5.0%	6.9%	
SB Sub	45.0%	32.7%	43.0%	40.7%	41.0%	53.4%	41.0%	TBD	
SDB Sub	5.0%	6.1%	5.0%	7.1%	5.0%	10.8%	5.0%	TBD	
HUBZone Sub	3.0%	1.2%	3.0%	1.3%	3.0%	3.2%	3.0%	TBD	
SDVOSB Sub	3.0%	2.2%	3.0%	3.0%	3.0%	5.8%	3.0%	TBD	
WOSB Sub	5.0%	6.3%	5.0%	8.1%	5.0%	13.4%	5.0%	TBD	

Homeland
Security

SBPAC Best Practices Presentation

- Consider the statutory goals as part of the process

- For example, all components/bureaus can establish a HUBZone goal of 3%

- Develop a straightforward way to show progress on small business goals

- See the Word document on Page 9 for an illustration

- Use the same thought process for subcontracting

  - Page 8 of 11

Homeland Security

SBPAC Best Practices Presentation

DHS FY 2016 Prime Contracting Small Business Goals and Accomplishments

Date: As of 6/15/16 for categories used on the Annual SBA Scorecard
Source: Federal Procurement Data System
Key: If meeting or exceeding a goal, YTD % accomplishment is shown in green; if not meeting a goal, YTD % accomplishment is shown in red

Category	DHS (all)	HQ OPO	USCG	CBP	TSA	ICE	FEMA	FLETC	USSS
SB Prime Goal	33.5%	33.5%	35.5%	34.0%	23.0%	37.5%	31.0%	50.0%	37.0%
SB Prime Accomplishments	33.2%	30.0%	39.6%	43.1%	20.9%	35.3%	22.3%	65.2%	33.0%
SDB Prime Goal[1]	5.0%	8.0%	10.0%	10.0%	5.0%	9.0%	8.0%	18.0%	9.0%
SDB Prime Accomplishments[1]	15.8%	14.4%	17.5%	17.7%	11.0%	18.6%	11.0%	46.3%	11.7%
HUBZone Prime Goal	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
HUBZone Prime Accomplishments	3.4%	4.3%	4.7%	2.8%	1.1%	1.7%	2.5%	3.2%	3.5%
SDVOSB Prime Goal	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
SDVOSB Prime Accomplishments	6.3%	8.3%	6.3%	2.7%	3.4%	8.5%	3.0%	10.4%	8.5%
WOSB Prime Goal	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	6.0%	5.0%	5.0%
WOSB Prime Accomplishments	6.8%	6.7%	4.7%	7.4%	8.3%	7.9%	6.3%	12.6%	6.9%

[1] Includes contracts awarded under the 8(a) program

Homeland
Security

SBPAC Best Practices Presentation

- Disseminate the component/bureau goals through department senior management

- Consider a senior management memo near the beginning of the 4th Quarter on goal progress

- Page 10 of 11

Homeland
Security

SBPAC Best Practices Presentation

- Contact Information:

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U.S. Department of Homeland Security

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Homeland Security