

# Department of Health and Human Services

## FY2016 Small Business Procurement Scorecard

**B**

**97.47%**

FPDS-NG Prime Contracting Data as of Feb. 20, 2017

eSRS Subcontracting Data as of Mar. 14, 2017

Prime Contracting Achievement:			79.14%
	2015 Achievement	2016 Goal	2016 Achievement
Small Business	23.30%	22.75%	23.02% (\$5.4 B)
Women Owned Small Business	7.50%	5.00%	7.29% (\$1.7 B)
Small Disadvantaged Business	10.67%	5.00%	10.86% (\$2.6 B)
Service Disabled Veteran Owned Small Business	1.32%	3.00%	1.56% (\$367.7 M)
HUBZone	0.73%	3.00%	1.03% (\$242.9 M)

Subcontracting Achievement:			8.66%
	2015 Achievement	2016 Goal	2016 Achievement
Small Business	28.10%	33.00%	29.90%
Women Owned Small Business	5.10%	5.00%	6.70%
Small Disadvantaged Business	2.60%	5.00%	5.40%
Service Disabled Veteran Owned Small Business	0.50%	3.00%	1.50%
HUBZone	0.40%	3.00%	0.90%

Success Factors		9.67%
<u>Plan Progress Success Factor Grading Scale:</u> Factor Subtotal Score / 7		Peer Review Score
1. Commitment to Small Business Utilization - The Agency demonstrated, through action and documented evidence, a commitment to utilize small businesses to obtain goods and services.		1.00
2. Effective Engagement of Senior Level Management in Achieving Small Business Goals - The Agency's senior leadership (i.e. Deputy Secretary, Chief Acquisition Officer, Senior Procurement Executive, senior program managers, and OSDBU Director) demonstrated, through action and documented evidence, that they have clearly communicated the importance of achieving the agency's Small Business contracting goals through the chain of command to the contracting officer level.		1.00
3. Data Quality of Small Business Contracting - The Agency demonstrated, through action and documented evidence, a commitment to small business contracting data quality.		1.00
4. Training of Acquisitions Staff - The Agency demonstrated a commitment to small business utilization through regular training of acquisitions staff on the issues/procedures/policies/regulations impacting small businesses.		1.00
5. Outreach to Small Business - The Agency demonstrated, through action and documented evidence, a commitment to growing their small business supplier base and increasing awareness of contracting opportunities for small businesses.		0.97
6. Bundling Avoidance, Justification and Mitigation - The Agency demonstrated, through action and documented evidence, a clearly communicated policy to address and mitigate the adverse effects of contract bundling on small businesses. (For applicable dollar threshold for the agency, see FAR subpart 7.104)		0.93
7. OSDBU Organization - The Agency demonstrated, through action and documented evidence, compliance with Section 1691 - Offices of Small and Disadvantaged Business Utilization - of the National Defense Authorization Act (NDAA) of 2013.		0.87

<u>Prime and Subcontracting Grading Scale:</u>
A+ < 150% but ≥ 120%
A < 120% but ≥ 100%
B < 100% but ≥ 90%
C < 90% but ≥ 80%
D < 80% but ≥ 70%
F < 70%

Total	6.77
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## Comments:

Graded Agency: The Department of Health and Human Services (HHS) supports all small businesses. HHS is committed to the increased utilization of small businesses in all of its procurement requirements.

In Fiscal Year 2016, HHS supported 92 small business events, totaling 31,845 small businesses, including Service-Disabled Veteran-Owned Small Businesses (SDVOSBs) and Historically Under-utilized Business Zone Small Businesses (HUBZones). HHS implemented several initiatives in FY16 to increase small business awards. For example:

1. HHS OSDBU conducted nine monthly Vendor Outreach Sessions; counseling 572 small businesses on "How to do Business with the Department of Health and Human Services." During these sessions, HHS conducted matchmaking based on the "Top 25 NAICS" for each Operating and Staff Division (OpDiv/StaffDiv)

2. HHS OSDBU hosted three national outreach/training events titled "Getting Back 2 Business" 2016 Small Business Community Outreach Events (1) March 16 – Nashville, Tennessee (2) May 10 – Boston, Massachusetts and (3) May 25 – Fairfax, Virginia. A total of 1,125 small businesses were trained.

3. In FY17, HHS plans to implement, at a minimum, the following corrective actions to increase awards to SDVOSBs and HUBZones:

- Collaborate with GSA to provide acquisition training to all COs have Designated Procurement Authority (DPA) for GSA's VETS GWAC to increase SDVOSB awards
- Participate in matchmaking and one on one meeting with vendors at the National HUBZone Council Conference October 12-13, 2017 and National Veteran's Small Business Engagement November 2017
- Continue prioritizing HUBZone and SDVOSB participation at the annual HHS small business outreach events.
- Host Small Business industry days targeting HUBZones and SDVOSBs
- Submit all procurements over \$25K for small business review (including orders against GSA Schedule Contracts and GWACs)
- Share best practices in market research from a central source, (i.e. acquisition repository) to improve small business goals.
- Coordinate market research with the SBS to increase set asides to SB under the SAT.
- Work with SBS in early acquisition planning to improve competition under SAT.

4. Subcontracting Goals:

- Hire a Subcontracting Manager that is devoted to providing oversight of the HHS Subcontracting Program
- Collaborate with SBA to provide training to acquisition personnel on Subcontracting Program Compliance
- Meet with HHS Top 25 Prime Contractors on the HHS Subcontracting Program.