

OPENING

small business opportunities



federal government contracting



U.S. Small Business Administration **SBA**

DOORS

How Does the SBA Help Me Become a Government Contractor?

**Ensuring small businesses receive a fair share of
contracts by:**

- Increasing small business participation
- Leveling the playing field
- Participating in classes, workshops
- Providing counseling by SBA district offices and resource partners

SBA Programs that Can Help

- Prime Contracting Program
- Subcontracting Program
- Certificate of Competency
- Size Determinations
- SBA Certification Programs
 - 8(a) Business Development
 - Historically Underutilized Business Zone (HUBZone)
- Self-certification
 - Small business, women-owned, veteran-owned
 - Service disabled veterans set-aside program



Prime Contracting Program

- **SBA procurement center representatives (PCRs)**
 - **Review contracting actions from assigned federal agencies for possible set-asides**
 - **Review subcontracting plans**
 - **Recommend small business contractors**
 - **Counsel small businesses**
 - **For a list of PCRs nationwide visit:**

http://www.sba.gov/aboutsba/sbaprograms/gc/contacts/gc_pcrd1.html

Subcontracting Assistance Program

- SBA commercial market representatives (CMRs)
 - Identify opportunities for small business with large prime contractors
 - Conduct program reviews of assigned primes
 - Counsel small businesses
 - For a list of CMRs nationwide visit:
http://www.sba.gov/aboutsba/sbaprograms/gc/contact_s/gc_subcontracts_opportunities.html

Certificate of Competency

- **Appeal process for small business on a specific contract when the contracting officer find the small business “non-responsible” (unable to successfully complete the contract due to technical or financial reasons)**
- **Usually happens when small business lacks past performance**
- **SBA conducts independent review and makes determines if company can perform successfully**
- **Contracting Officer must accept decision**

Size Determinations

- **Small business set-asides and other small business programs rely on honor system – businesses “self-certify”**
- **Program provides a check & balance system**
- **SBA conducts independent review when questioned by another bidder or contracting officer:**
 - **Protest must be timely**
- **SBA Decision is Final**
 - **Small business may appeal decision but contract is not held up**



Federal Procurement Goals

Federal procurement goals provide agencies with a strong incentive to look for qualified small businesses when awarding contracts.

Explore:

- SBA Certification Programs
- Self-certification Programs

Procurement Goals

- Small business 23%
- Small disadvantaged business 5%
- Women-owned small business 5%
- HUBZone small business 3%
- Veteran-owned small business
- Service-disabled VOSB 3%

FAR Part 19, Public Laws, Code of Federal Regulations

SBA Certification Programs

SBA programs assist specific groups in securing federal contracts:

- 8(a) Business Development Program
- Historically Underutilized Business Zone Program (HUBZone)



What is the SBA 8(a) program?

- 9-year business development program for eligible small disadvantaged businesses
- Assists companies through training, counseling, access to capital and contracting assistance
- Certified firms are eligible to received “sole source” and 8(a) set-aside contracts



Qualifying for the 8(a) Program

- Application must demonstrate that the company is:
 - Small business
 - 51% owned and controlled by socially and economically disadvantaged individual(s) – Must be U.S. Citizen and have net worth under \$250,000 (excluding business and residence)
 - Established for a minimum of 2 years
 - Potential for Success in Government Contracting
- For more information, visit www.sba.gov/8abd
- For access to the on-line application and guide, visit <https://sba8a.symlicity.com/applicants/guide>



HUBZone Program

- Provide Federal contracting assistance to qualified small business concerns located in historically underutilized business zones (HUBZones) to:
 - Increase employment opportunities
 - Stimulate capital investment in those areas
 - Empower communities through economic leveraging and the “multiplier effect.”
- Certified firms are eligible to receive HUBZone set-aside contracts and 10% price preferences on non set-aside contracts

Qualifying for HUBZone

- Must be a small business
- Primary business location must be located in an identified census tract or county
- 35% of employees must reside in an identified HUBZone area
- Business must be owned at least 51% by US Citizens
- For more information or to apply online, visit www.sba.gov/hubzone

Self-Certifications

- Set-aside or restricted procurements for:
 - Small business
 - Service disabled veteran owned businesses
- No set-aside program for women-owned or veteran-owned but federal agencies and prime contractors have goals

What is a small business?

- **Organized for profit, with a place of business in the United States, and which operates primarily within the United States or makes a significant contribution to the U.S. economy through payment of taxes or use of American products, materials or labor. Further, the concern cannot be dominant in its field, on a national basis. Finally, the concern must meet the numerical small business size standard for its industry. SBA has established a size standard for most industries in the U.S. economy. The most common size standards are as follow:**
 - ⑩ **500 employees for most manufacturing and mining industries**
 - ⑩ **100 employees for all wholesale trade industries**
 - ⑩ **\$6 million for most retail and service industries**
 - ⑩ **\$28.5 million for most general & heavy construction industries**
 - ⑩ **\$12 million for all special trade contractors**
 - ⑩ **\$0.75 million for most agricultural industries**
- Visit www.sba.gov/size/index/tableofsize.html to research your business size standard

What is the SBA Service-Disabled Veteran-Owned Small Business Program?

- No formal certification program
- Firm “self-certifies” that it meets the requirements in the CCR (central contractor registration)
- Eligible to receive set-aside contracts restricted to SDVs
- Requirements:
 - 0-100% disabled with honorable discharge
 - Must be able to supply contracting officer with documentation from VA or DOD
 - http://www.sba.gov/aboutsba/sbaprograms/gc/programs/gc_service_disabled.html

Learn about Federal Contracting

The more you know about how the government buys products and services the more successful you will be in landing contracts.

- Training and counseling programs
- Become a client of NH-PTAP
- Become familiar with SBA procurement resources



Training and Counseling Programs

- Small Business Training Network – a virtual campus
- *Business Opportunities: A Guide to Winning Federal Contracts*
- Free, online “how-to” courses on federal procurement procedures
- <http://www.sba.gov/training/courses.html>

Identifying Contracting Opportunities— Federal Business Opportunities

- Announces available business opportunities
- Identifies contracts over \$25,000
- Online listing at www.fbo.gov



Identifying Contracting Opportunities – Simplified Purchases

- Government uses simplified procedures for purchases between \$3,000 and \$100,000.
- These purchases are generally reserved for small businesses.



Identifying Micro-purchases

- Government purchases under \$3,000.
- Do not require competitive bids or quotes.
- Payment via government credit card.



Contracting Checklist

- Sign up for *Business Opportunities: A Guide to Winning Federal Contracts*.
- Identify your industry, product and service codes.
- Apply for DUNS and TIN numbers.
- Develop your business profile.
- Investigate SBA programs for small businesses.

Contracting Checklist

- Register in the *CCR* and the *Dynamic Small Business Search* database.
- Meet local counselors.
- Check out procurement Web sites.
- Practice searching for contract opportunities and preparing bids/offers.
- Market your business, the most important step in winning federal contracts.

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www.sba.gov

Questions?

Thank You!

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