



U.S. Small Business Administration

SBA's Certification Programs

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www.sba.gov/nc



Federal Contract Certifications

- Self-Certifications
 - Small Business (13cfr121)
 - Small Disadvantage Business (13cfr124.1000)
 - Service Disabled Veteran-Owned Small Business (13cfr125.8)
 - Woman-Owned Small Business (13cfr127)

- Formal Certification Programs
 - 8(a) Business Development (13cfr124)
 - HUBZone (13cfr126)

First Thing To Do

- Are you small?
- Know your NAICS Codes .
www.sba.gov/size
- Obtain a free Data Universal Number System (DUNS) Number
www.dnb.com/us





Register Your Business

- Register with government
 - www.sba.gov
 - Register your Business+
 - Register with the State+
www.blnc.gov
 - Register for Govt Contracting+
 - www.ccr.gov
 - <https://orca.bpn.gov/>
 - Review in Dynamic Small Business Search
 - <http://dsbs.sba.gov/dsbs>



Formal Certifications

- **8(a)** .
 - Socially/economically disadvantaged firms
 - 9-year program.

- **HUBZone** .
 - Located in Historically Underutilized Business Zones
 - 35% of employees living in a HUBZones.

- Applies to all purchases
- SBA certified
- 9-year term - no renewals
- All 8(a) firms are SDBs
- Sole Source and Competitive procurements
- Award must be made at fair market price
- 13cfr124; FAR 19.8
- New rules: F/R 11 Feb. 2011



HUBZone Program

- ” Applies to purchases over \$3,000;
- SBA certified - no term limits;
- Recertification required every 3 years;
- Sole-source / Competitive procurements
- 10% price evaluation preference
- Principal office: in a HUBZone
- 35% of employees live in a HUBZone
- FAR 19.13; 13cfr126

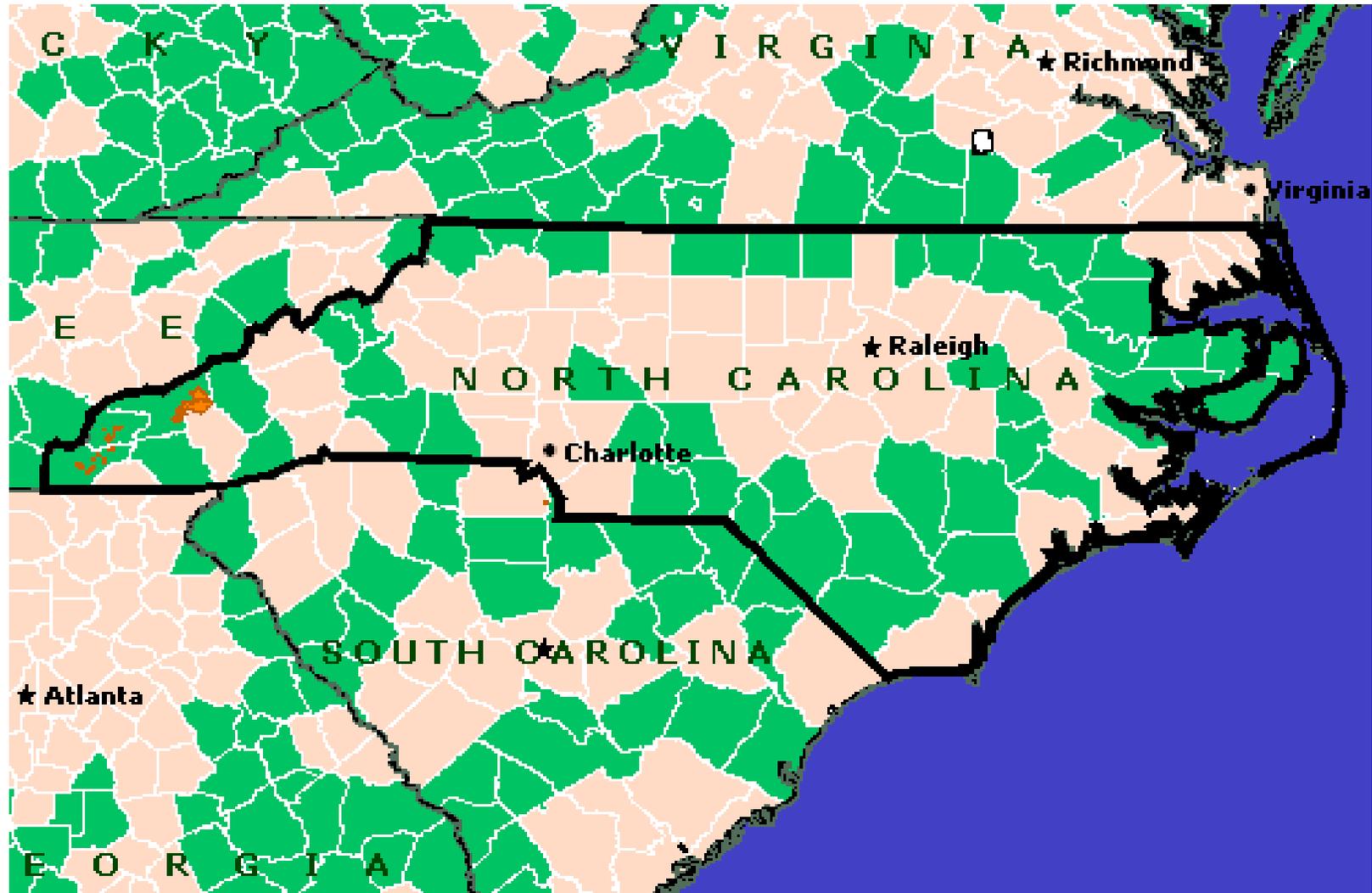
Are you in a HubZone?

www.sba.gov/hubzone





HUBZone-Designated Areas





Veteran's Program



Service Disabled Veteran Owned Small Business

- Applies to purchases over \$3,000
- VA determines Service Disability
- Self Certified (www.vetbiz.gov)
- No term limits
- Sole-source and competitive procurements
- Subcontracting and Prime Contracting goals
- FAR 19.14; 13cfr125.9-29
- www.sba.gov (sdvosb)



Woman Owned Small Business

- 51% owned/controlled/managed by one or more women (WOSB or EDWOSB)
- 83 NAICS
- No term limits
- Statutory thresholds: \$6.5M for manufacturing or \$4M for other contracts
- Parity with other set asides
- Joint Ventures
- No Sole Source
- Limitations on subcontracting



Woman Owned Small Business

- Registration
 - Self or 3rd Party Certified
 - Govt registration; SBA repository
 - Limits on:
 - Personnel Net Worth (\$750K)
 - Adjusted Gross Income (\$350K per 3 yrs)
 - Total Assets (\$6M)
 - www.sba.gov/wosb 13cfr127

- Federal Acquisition Regulations (FAR)
<https://www.acquisition.gov/far/>
- Subpart 8.4 . Federal Supply Schedules
- Part 13 . Simplified Acquisitions
- Part 14 . Sealed Bidding
- Part 15 . Contracting by Negotiation
- Part 19 . Small Business Programs
- SBA SOP 60 02 7 Prime Contracting
- SBA SOP 60 03 6 Subcontracting
- Regulations.gov





Prime Contract Opportunities

- **Current Procurement Opportunities**
 - Federal Business Opportunities (FBO)
www.fbo.gov; www.neco.navy.mil
- **Past Purchases**
 - GSA Federal Procurement Data Center
www.FPDS.gov; www.usaspending.gov
- **Resource: Prime Contracting 13cfr125.2**



Subcontracting Opportunities

- SUB-Net
www.sba.gov/subnet
- USASpending.gov
- FPDS.gov
- Resources: FAR 19.7; 13cfr125.4



Federal Supply Schedules

- Investigate Federal Supply Schedule (FSS) Contracts: FAR 8.4 & 38
- Become a GSA schedule contractor

www.gsa.gov



Joint Ventures & Teams

- JV-** Two or more business concerns to establish a new legal entity solely for the purpose of performing a specific contract.
- Limited to 3 awards over 2 yr period
 - 13cfr121.103

Teaming: formal partnership

%DoD Guide to Facilitate Small Business Teaming Arrangements+

SBA Inst. 8000-596 (Joint Ventures)



Mentor-Protégé Program

” **Purpose:**

- . Business Development program to enhance SB's capabilities

” **Mentor:** Provides Protégé assistance with:

- . Technical and management
- . Finance, including equity investments/ loans
- . Subcontracting
- . Joint Venture arrangements.

SBA Mentor/Protégé Application Form



Market Your Firm

- Present Capability Statement to SBS of federal activities and large prime contractors
- See [%A Guide to Collection & Use of Past Performance Information+](#)
- ID Small Business Specialist: [Google: small business specials; \(federal dept.\)](#)
- Attend procurement conferences and business expos
- Attend Business Matchmaking events



U.S. Small Business Administration

View Solicitations

- www.fbo.gov; www.neco.navy.mil
- Request or download a bid package
- Obtain copies of relevant specifications & drawings
- Understand relevant purchasing regulations
- Federal Acquisition Regulations:
 - Micro-purchases (under \$3,000)
 - Simplified Acquisitions (under \$150,000)
 - Bids & Proposals (over \$150,000)

Prepare Your Offer

- 3 Rules for a solicitation:
 - Read it...Read it...Read it!!!*
- Request a Procurement History
- Attend Pre-Bid Meetings & Walk-Throughs
- Get clarification of ambiguities
- Proofread your proposal
- Submit it on time!



- **Are you Responsive?**
- **Are you Responsible?**
 - Pre-Award Survey: Technical capability & production capability
 - Quality Assurance (QA)
 - Financial: accounts receivable, net worth, cash flow
 - Accounting System
 - System for Qualifying Suppliers
 - Packaging, Marking, Shipping





Contract Performance

- Adequate financing (SBA loans)
- Working capital; bonding
- Contingency Plans
- Anticipating Final Inspection
- On-Time delivery
- Establish a good track record
- Contract clauses; FAR 52
- CPARS

- Know the paperwork process
- Keep good records
- Know your options
 - Progress payments
 - Prompt Payment Act
 - FAR 32 & 42
- EFT (electronic funds transfer)
- Wide Area WorkFlow
- Accept government credit cards





U.S. Small Business Administration

Seek Additional Assistance

- Procurement Technical Assistance Center (PTACs): www.dla.mil/db/procurem.htm
- Small Business Specialists:
google: small business office: %agency+
- NC SBA District Office
www.sba.gov/nc
- Small Business and Technology Development Centers: www.sbtadc.org
- SCORE: www.score.org
- Women's Business Development Centers :
<http://www.onlinewbc.gov/>



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Seek Additional Assistance

- North Carolina PTACs
www.sbtcdc.org/services/gov_procurement.asp
919-715-7272 or 800-258-0862
- North Carolina Military Business Center
www.ncmbc.us
www.matchforce.org
(877) 245-5520



U.S. Small Business Administration

SBA Assistance Programs

- Federal Agency Contract Goal Program:
www.sba.gov/goaling
- Procurement Marketing (FBO & SUB-Net):
www.sba.gov/contracting
- Certificate of Competency Program (COC)
www.sba.gov/ search: coc
- Size Program . NAICS Information
www.sba.gov/size
- SBA Small Business Training:
www.sba.gov



Helpful Web Sites

- DOD Small & Disadvantaged Business Utilization Office

www.acq.osd.mil/sadbu

- Procurement and Technical Assistance Centers

www.sellingtothegovernment.net



SBA Finance Programs

- 7a
 - 504 Loan
 - Disaster Loans
 - SBICs, SBIR/SBTTTP
 - Surety Bond Program
 - MicroLoans
- *SBAExpress*
- *Patriot Express*
- CAPLines
- CommunityAdvantage
- *Export Financing*
- **Resource:** NC Small Business Resource Guide
pg 21; www.sba.gov/nc;
www.sba.gov/ %Grants & Loans+
%Small Business Jobs Act+



Federal Grant Programs

- www.grants.gov



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Thank you!!

Questions??

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