



Small Business Utilization Considerations

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TECHNICAL FACTOR 3

SMALL BUSINESS (SB) UTILIZATION



- Applies to all Offerors, Large and Small
- Is **equal in weight** to all other factors
- Two Subfactors:
 - Subfactor 3.A, Past Performance in Utilization of SB Concerns
 - Subfactor 3.B, Participation of SB Concerns in this Project
 - Subfactors 3.A and 3.B are of equal importance

Subfactor 3.A Past Performance in Utilization of SB Concerns



- Subfactor 3.A evaluations are based on the following criteria:
 - Offeror's Past Experience in Subcontracting to SB Concerns
 - Offeror's Past experience in meeting subcontracting goals

Subfactor 3.A, Past Performance in Utilization of SB Concerns



- If an Offeror is utilizing past performance information of affiliates, subsidiaries, parent companies, LLCs, Ltds, Joint Ventures, etc., the Offeror **shall clearly demonstrate that the affiliate/subsidiary etc., will have meaningful participation in the management of the subcontracting plan/program for the project.**
- If the Offeror is a joint venture, the Offeror must provide past performance for each individual joint-venture partner.

Subfactor 3.A Proposal Submission Requirements



Historical Data

- Provide documentation showing the dollar value and percentage of work subcontracted to Large Business (LB), Small Business (SB), Small Disadvantaged Business (SDB), Women-Owned Small Business (WOSB), and Service Disabled Veteran-Owned Small Business (SDVOSB) concerns for the past 3 years
- Percentages based on Total Contract Revenues and **NOT** Total Subcontracting Dollar Values
- Use format provided in the Request for Proposal (RFP)
- If you were not required to keep records of subcontracting to SB concerns, provide a statement to that effect and explain why records were not required.

Subfactor 3.A Proposal Submission Requirements (con't)



- National Awards
 - Examples include the SBA's Dwight D. Eisenhower Award for Excellence and DoD's Nunn Perry Award
- Ratings (SF294s or Individual Subcontracting Reports)
 - Implementation of Subcontracting Plans on completed projects
- Mentor-Protégé (M-P) Agreements

Subfactor 3.A Proposal Submission Requirements (con't)



- Community Rehabilitation Program (CRPs) Organizations
- **FINAL** SF294s
 - Provide **Final** SF294 reports for five most recently completed projects that required periodic reports. Other than Final SF294s will be not be considered
 - Submit a total of five Final SF294s.
 - If you provide less than five Final SF294s, provide an explanation.
 - If subcontracting goals were not met, provide an explanation

Subfactor 3.B, Small Business Participation



Subfactor 3.B evaluations are based on the following criteria:

- Extent of participation of SB in this project
- Extent to which commitment to use SBs are identified
- Complexity/variety of Work
- Realism to meet proposed goals

Subfactor 3.B Proposal Submission Requirements



Work Performed By Prime Contractor

- Identify the dollar value and percentage of the total proposed price the Offeror will perform
- Joint Ventures
 - Indicate the size status of each JV partner
 - The percentage of work each member will be responsible for

Subfactor 3.B Proposal Submission Requirements (Con't)



- Subcontracting Plan
 - Submitted By LBs
 - Use format provided in RFP
- Subcontracting Breakdown
 - Submitted By SBs
 - Use format provided in RFP

Subfactor 3.B Proposal Submission Requirements (Con't)



The minimum NAVFAC Subcontracting Targets are provided in the RFP

–FY15 NAVFAC Subcontracting Targets

- SB Concerns: 66.80%
- SDB Concerns: 17.27%
- WOSB Concerns: 15.30%
- HUBZone SB Concerns: 8.94%
- SDVOSB Concerns: 3.03%

Subfactor 3.B Proposal Submission Requirements (Con't)



- Offerors are encouraged to meet/exceed the minimum goals/targets
- If an Offeror is not able to meet the minimum goals/targets, the Offeror must provide a detailed explanation stating what actions were taken to arrive at that determination along with an explanation for the goals that actually were proposed.

Reminders – Subfactor 3.A



Subfactor (3.A), Past Performance in Utilization of SB Concerns

- Explain meaningful involvement if you provide historical data for affiliates, etc.
- Provide everything the RFP requires or provide explanations
- Provide only the number of ratings or reports required
- Use the historical data format provided in the RFP
 - Percentages are based on total contract revenues
- Provide FINAL SF294s

Reminders – Subfactor 3.B



Subfactor (3.B), Small Business Participation

- HUBZone SBs must be certified by SBA
 - Identify Subcontractors exactly as listed in SAMS or provide documentation that the firm is certified
- Subcontracting Plan/Breakdown
 - Line 1 of the Subcontracting Plan is based on total price proposal
 - Goal percentages based on total subcontracted dollar value (Line 2)
- Subcontracting Plan/Breakdown shall list all SB firms by name
 - Offerors may submit a listing of potential subcontractors
- Subcontracting Plans for LB Subcontractors may be submitted to receive credit
- Use the Subcontracting Plan/Breakdown format provided in the RFP