



## Agency Priority Goal Action Plan

# Maximize Small Business Participation in Government Contracting

### **Goal Leader:**

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# Overview

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## Goal Statement

- The SBA can help small businesses win Federal contracts set aside for them. By September 30, 2019, maximize the percent of federal contracts by exceeding the 23 percent awarded to small businesses

## Challenge

- For the last 4 fiscal years, the Federal Government awarded at least 23 percent of contract dollars to small businesses. However, some federal agencies do not meet their agency specific small business contracting goals.
- Agency buying offices may not be fully aware of the benefits of small business contracting or the set-aside requirements.

## Opportunity

- The SBA has placed special attention to ensure that the statutory goal is not only met but maximized through targeted outreach to federal agencies and promotion of contracting opportunities to small businesses

# Leadership

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## Core Team:

- Office of Government Contracting
  - Associate Administrator/Deputy Associate Administrator
  - Office of Policy, Planning & Liaison, Director (Policy and Data)
  - Office of Government Contracting, Director (Contracting)
    - Procurement Center Representatives

# Goal Structure & Strategies

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- Focus on the U.S. Department of Defense (DoD) since they are the key driver in making goals
- Partner with core agencies with substantial small business eligible spend, through surveillance reviews of buying activities, sharing best practices, and providing guidance
- Utilize the Small Business Procurement Advisory Council (SBPAC) which includes the Directors of Office of Small and Disadvantaged Business Utilization from all of the agencies, and provides each agency with their small business goal, monitors monthly performance and shares best practices
- Increase outreach to small businesses promoting SBA contracting programs and opportunities

# Goal Structure & Strategies

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## External Factors and Mitigation Strategies

- A lack of effective coordination with contributing partners both within and external to the agency; emphasis will be placed on strengthening core partnerships
- A lack of effective influence over key partners; senior leadership will engage at all levels for each agency
- Major administrative management challenges such as inadequate financial information, information technology, or acquisition capabilities; communication and information sharing will continue throughout the year
- Category Management and other consolidations of contracts due to reductions in acquisition personnel or other factors may contribute to reduced opportunities for small business; training and outreach will continue throughout the year
- An agency's primary focus is on its mission, so to that extent small business must contribute towards mission accomplishment in order for a contract to be awarded to a small business; best practices will be shared across agencies

# Key Indicators

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- Key Indicator: Percent of federal prime contracting dollars awarded to Small Businesses
  - FY 2019 Target: 23%
  - FY 2016 Baseline: 24.34%
- Indicators: Percent of prime and subcontracts to Small Disadvantage Businesses (SDB)
- Indicators: Percent of prime and subcontracts to Women-Owned Small Businesses (WOSB)
- Indicators: Percent of prime and subcontracts to HUBZone Small Businesses
- Indicators: Percent of prime and subcontracts to Service-Disabled Veteran-Owned Small Businesses (SDVOSB)
- Indicators: Number of jobs supported from federal contracts to small businesses

# Summary of Progress – FY 2019 Q4

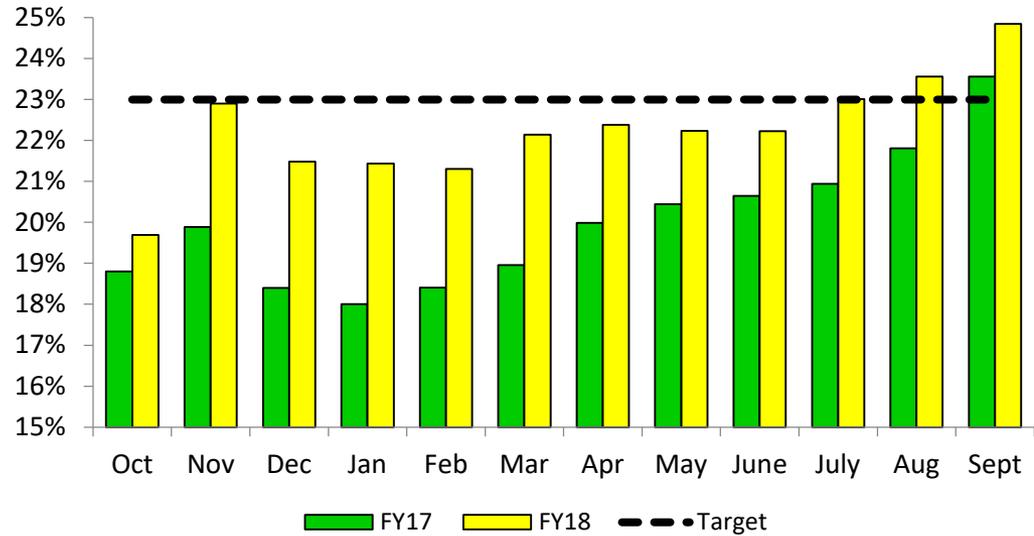
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## *Overall Progress Towards Priority Goal*

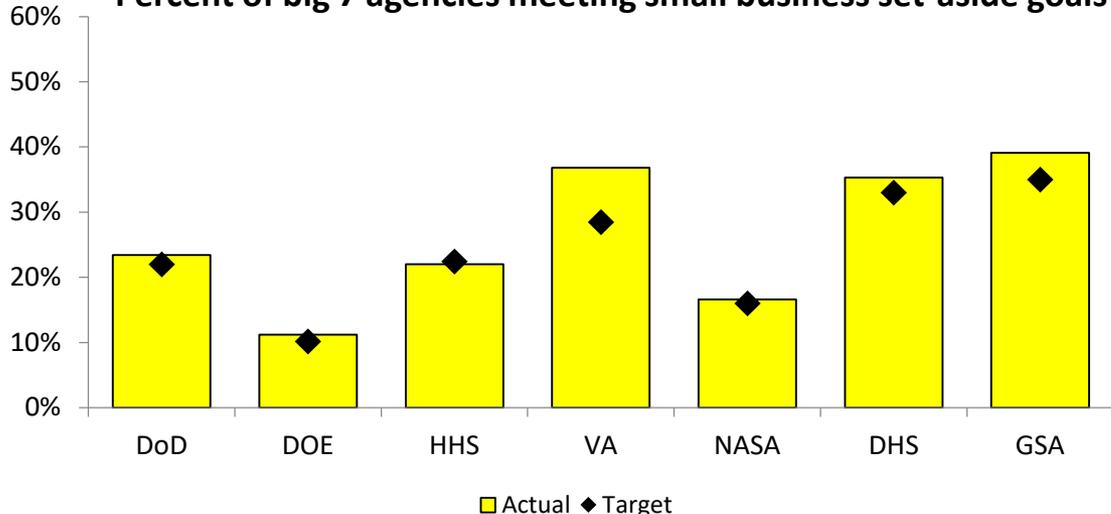
- For the sixth consecutive year, the Federal government exceeded the 23% statutory requirement for the small business prime contracting goal in FY 2018 by 25.1% resulting in \$120.8 federal contracts awarded to small businesses and supporting or creating 638,000 American Jobs.
- In FY2018 Q4, the Big 7 agencies constituted 88% of eligible dollars and all are above goal: DHS, DoD, HHS, GSA, VA, NASA, and DOE (see charts on next slide).
- The Federal Government is surpassing its FY 2019 small business utilization Agency Priority Goal. FY 2019 data is not certified as final until spring FY 2020 (see charts on next slide).
- The Federal Government is surpassing its FY 2019 Service-Disabled Veteran-owned and Small Disadvantaged goals. However, the HUBZone and Women-owned are below goal. FY 2019 data is not certified as final until spring FY 2020. (see charts on next slide)
- In FY2019 Q3, the SBA provided statutory Certification training to over 60 government contracting field staff 1102 and 1101 series employees to maintain FAC-C level certification.
- In FY2019 Q3, the SBA provided training to contracting officers and other procurement officials via the SBA First Wednesday Webinars and Government Contracting Classroom sessions, average 800-1200 participants.

# Key Indicators

**Percent of contracting dollars awarded to small business**



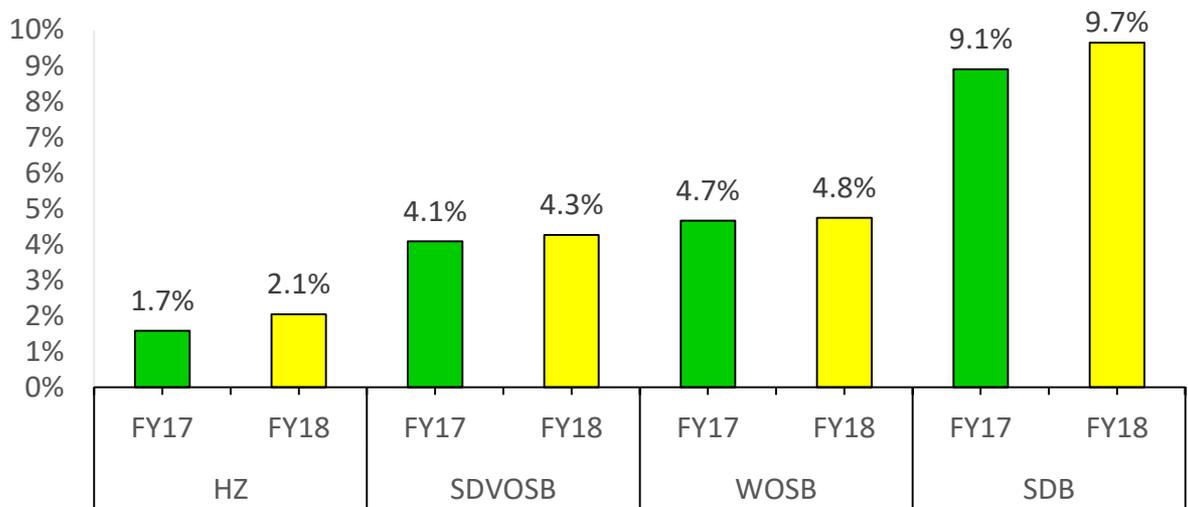
**Percent of big 7 agencies meeting small business set-aside goals**



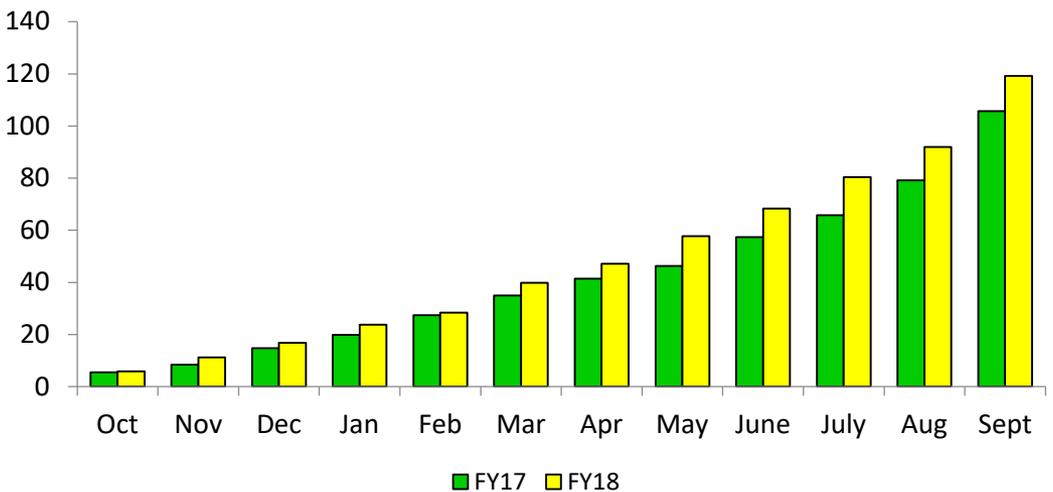
FY 2019 data is not certified as final until spring FY 2020.

# Key Indicators

**Percent of federal contracting dollars awarded to subgoals**



**Cumulative dollar (billions) of contracts awarded to small business**



FY 2019 data is not certified as final until spring FY 2020.

# Key Milestones

The SBA will follow four strategies: 1) partner with other agency small business utilization offices, 2) conduct surveillance reviews, and 3) educate and train procurement center representatives; and 4) develop scorecards and analysis to inform senior leadership.

Milestone Summary

Key Milestone	Milestone Due Date	Milestone Status	Owner	Comments
<b>FY19 Q4:</b> Chair three SBPAC meetings, provide updates on programs, and share best practices	9/30/19	Complete	GCBD	
<b>FY19 Q4:</b> Outreach events	9/30/19	Complete	GCBD	
<b>FY19 Q4:</b> Target marketing campaigns	9/30/19	Complete	GCBD	
<b>FY19 Q4:</b> Conduct Surveillance Reviews (30)	9/30/19	Complete	GCBD	

# Data Accuracy and Reliability

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Award of contracts are recorded in the Federal Procurement Data System–Next Generation (FPDS–NG). Data is entered into FPDS–NG by the contracting officer or other acquisition staff, manually or by transmission from contract writing system.

Responsibility for determining the accuracy, reliability, and quality of data reported in FPDS–NG rests with reporting agencies. However, the SBA routinely reviews FPDS–NG data and provides guidance to agencies to increase data reliability and timeliness. Agencies must attest to data reliability to the Director of Office of Federal Procurement Policy.

Responsibility for data integrity rests with reporting agencies. Data is entered into FPDS–NG by import from contract writing applications and manually. It is subject to data entry error; however, logical edits are built into the system to mitigate some data limitations. Additionally, each agency must certify to the data quality in FPDS–NG annually to OMB.

Unofficial data is available the next day after entry. Official data is not available until the third quarter of the next fiscal year.

# Additional Information

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## Contributing Programs

- SBA Office of Government Contracting
  - Office of Policy, Planning & Liaison
  - Office of Government Contracting Procurement Center Representatives
  - Office of Small and Disadvantaged Business Utilization
- Small Business Procurement Advisory Council (SBPAC)
- Office of Small and Disadvantaged Business Utilization (in each federal agency)
- 24 CFO Act Federal Agencies

## Stakeholder / Congressional Consultations

The SBA met with authorizing and appropriating committees in Congress to review its FY 2018-2019 Agency Priority Goals. It conducted outreach and incorporated comments from stakeholders.