



OFFICE OF SMALL AND DISADVANTAGED BUSINESS UTILIZATION

FROM THE DIRECTOR



As the fiscal year wraps up, we issue our final quarterly newsletter of 2020. Despite unprecedented challenges, the DOE has continued to meet its missions and small businesses have remained a critical part of that success.

Thanks to small business program managers, other internal stakeholders, and small businesses, the DOE recently earned a fifth consecutive "A" Grade from the Small Business Administration (SBA) for FY 2019. Please see the "Director's Spotlight" opposite this column for specifics about this achievement.

In prior newsletters, OSDBU mentioned its top initiative to improve DOE's acquisition forecasts. OSDBU has made significant strides. The Professional Services Council (PSC) awarded DOE the 2020 Federal "Most Improved" business forecast. More information about the FIWG and the PSC award can be found on page 4.

During the last 6 months, our Small Business Technical Advisors (SBTAs) and OSDBU data team, with help from Thomas Calamari of OAM, have been diving deep into the data. They've identified processes to ensure small businesses receive the maximum consideration in procurement opportunities. Thank you.

Preliminary data indicates a slight dip in DOE small business engagement in FY 2020. OSDBU will investigate whether this is due to the pandemic or some other reason. DOE could especially do more in WOSB, SDVOSB, and HUBZone prime contracting, where we fall short of our SBA goals. While we've been increasing spend in these areas the last 3 years, let's strive to do better. Innovative small businesses fuel our economy, create jobs, and sustain communities at the national, state, and local levels. Meanwhile, DOE has been knocking it out of the park in subcontracting socioeconomic goals.

Please see our recently released FY 2019 DOE OSDBU [Annual Report](#), which identifies how DOE is doing and steps OSDBU is taking to continue to increase small business utilization. If you see something DOE OSDBU can do to make your job easier to maximize small business contracting or a way to improve the process, please don't hesitate to contact me.

Moving forward, OSDBU is looking to partner with DOE Programs and National Laboratories to host virtual small business Industry Days specific to your procurement needs. If you'd like to do a virtual event to help you engage with small businesses, please contact Anita Anderson at Anita.Anderson@hq.doe.gov.

Thank you for your constant advocacy of small businesses in support of the DOE's missions.

Charlie Smith, Director

Office of Small and Disadvantaged Business Utilization
U.S. Department of Energy

DIRECTOR'S SPOTLIGHT:

The SBA Awards DOE Its Fifth Straight "A" Grade

DOE has earned a fifth straight "A" grade from the Small Business Administration (SBA) for our Fiscal Year (FY) 2019 small business and socioeconomic contracting achievement.

Department of Energy
FY2019 Small Business Procurement Scorecard
FPDS-NG Prime Contracting Data as of Feb. 20, 2020
eSRS Subcontracting Data as of Mar. 20, 2020
A
116.83%

In FY 2019, the Agency spent \$7.68 billion on small businesses, an increase of more than \$500 million from FY 2018. DOE also spent more small business contracting dollars in FY 2019 across every SBA graded socioeconomic category: Women-Owned Small Business (WOSB), Service-Disabled Veteran-Owned Small Business (SDVOSB), HUBZone Small Business, and Small Disadvantaged Business (SDB). For the first time, the Department exceeded \$1 billion in spending on Women-Owned Small Businesses. DOE surpassed all subcontracting goals in the four graded socioeconomic categories, while continuing to improve in the prime socioeconomic categories. These achievements make FY 2019 one of the Agency's best years ever in small business contracting.

Thanks to all small businesses working with the Department as well as DOE stakeholders who advocate for the role of small businesses. This "A" grade from the SBA is a direct result of all your efforts.

OSDBU DETAILEE HIGHLIGHTS DATA

Jeremy Germann, a Contracting Officer (CO) with the Environmental Management Consolidated Business Center (EMCBC), recently completed a four-month detail with the OSDBU. Mr. Germann's detail focused on examining data. He looked at how to better use and share DOE small business data to support the acquisition process and small business consideration during the acquisition cycle. "Jeremy's field perspective and depth of knowledge benefited the Agency and our office overall," said OSDBU Director Charlie Smith.

One area of particular focus in the data dive related to the DOE F 4220.2 Small Business Review Form (4220). This form is used to ensure that procurements over \$3M have gone through the required review process to ensure small businesses are considered during the procurement process. Mr. Germann, along with the OSDBU team, looked at related data over several Fiscal Years, and discovered that there was a discrepancy between the number of 4220 forms submitted and the number of procurements over the \$3M threshold. There are exceptions that remove the need for a 4220 submission, yet this discovery could also be an indicator that more training could be beneficial as a reminder to submit 4220 forms to OSDBU.

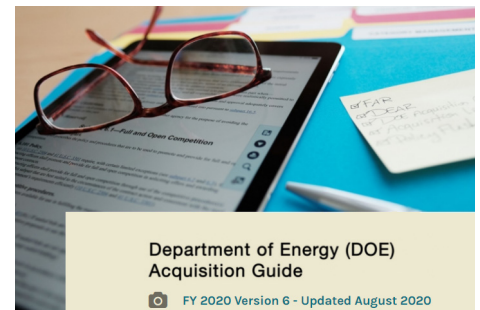
Mr. Germann also explored the small business information fields in the DOE's Strategic Integrated Procurement Enterprise System (STRIPES). While STRIPES contains many fields for data input, not all fields are mandatory. In particular Mr. Germann noticed that the small business designation fields were optional. It's possible that small business contracts are not getting recorded appropriately in STRIPES, since that field is optional. Mr. Germann recommended OSDBU consider evaluating adding a mandatory small business field in STRIPES to more accurately track small business procurement, while also proposing new fields that could be added to help track 4220 compliance filing.

Mr. Germann stated that he enjoyed his detail with the OSDBU, and learned a great deal about the inner workings of the OSDBU mission, functions, and challenges. He added that the OSDBU staff were very supportive and is optimistic that the data analysis will help "to develop a broader picture for the OSDBU of the procurement environment throughout the DOE complex." OSDBU welcomes SBPMs and COs interested in pursuing a detail assignment. For more information about detail opportunities with the OSDBU, please contact Anita Anderson at Anita.Anderson@hq.doe.gov.

CATEGORY MANAGEMENT

Category Management (CM) is a business practice by the federal government to buy common goods and services as an enterprise to eliminate redundancies, increase efficiency, and deliver more value and savings from acquisition programs.

In June 2020, the Agency issued new information in the [DOE Acquisition Guide](#) (Chapter 8.3) that provides an overview of CM, describes DOE implementation of CM, and provides guidance on acquisition practices to utilize the advantages for CM.



OSDBU is focused on this important issue and exploring ways this can help continue to maximize the utilization of small businesses in support of DOE's missions. For current CM training opportunities, please visit the Federal Acquisition Institute (FAI) website at <https://www.fai.gov/>.

NOTES FROM THE FIELD



Oak Ridge National Laboratory

Oak Ridge National Laboratory (ORNL) hosted a virtual summer small business event on July 14, 2020. More than 1,800 people attended this virtual meeting to learn about doing business with ORNL. The agenda included information on upcoming business opportunities, updates from the SBA, and Q&A. Small business contracting opportunities discussed at the event covered several areas, such as Construction, IT/Computing, and other fields.

Thank you to ORNL SBPM **Cassandra McGee Stuart** for finding innovative ways to support the small business community during this unusual time.

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NOTES FROM THE FIELD, CONTINUED FROM PAGE 2

Los Alamos National Laboratory

As with many organizations, the unprecedented challenges brought on by the COVID-19 pandemic highlighted the need for the Los Alamos National Laboratory (LANL) to properly respond to situations that weren't planned or expected. This included equipment shortages and adjusting to new methods of conducting business. Ensuring employees safely returned to on-site work required various protective and preventive measures, such as face coverings, hand sanitizer, and more frequent cleaning.

Deputy Chief Procurement Officer Warren Finch recognized this dilemma and began looking for alternate vendors. This led to several new—and some unlikely—national, regional, and local partnerships.

“We started looking wherever we could to get an adequate supply,” said Finch. The Lab's warehouse was running out of stock of critical supplies, so alternative products had to be found fast.

By sourcing alcohol for hand sanitizer from a local distillery, cloth face coverings from a local company, and approximately 15,000 KN95 masks from a women-owned small business located in a HUBZone, LANL was able to meet mission-critical needs and help small businesses.

Thanks to **Yvonne C. Gonzales** of the LANL Small Business Program Office for sharing this small business victory.



Outdoors, behind the warehouse, team members dress in Tyvek protective suits and respirators as they fill spray bottles from barrels of hand sanitizer.

Savannah River Nuclear Solutions

Jay Johnson, who was appointed the Savannah River Nuclear Solutions (SRNS) Senior Director of Contracts in December, recently received his third consecutive Procurement Director of the Year award through the Department of Energy (DOE) Annual Small Business Awards Program.

“This prestigious award does not recognize the accomplishments of one person. It's a tribute to the buying professionals and technical leads who decide to partner with small businesses to deliver innovative solutions to our complex missions,” said Johnson. “When we win, we win as a team. I'm honored, but everyone on our team is deserving of this award.”

This achievement combined with the fact that over the last three years SRNS has committed \$730 million dollars to small businesses validates the strength of SRNS procurement policies related to supporting and growing small businesses.

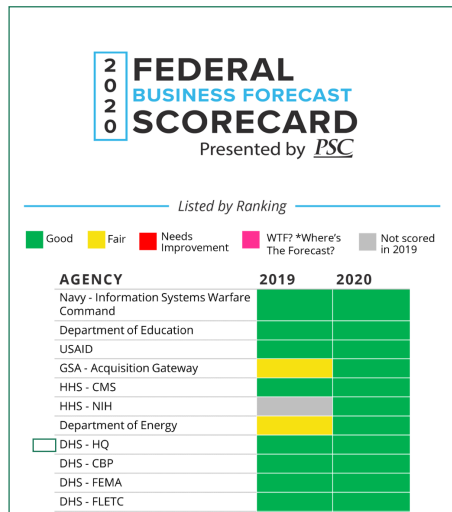
“The ability of [SRNS Small Business Program Manager] Alex Agyemang and his team to partner with small businesses, while integrating with DOE Headquarters and regional organizations to bring the SRNS brand to the forefront, is huge,” said Johnson. “We recognize that Alex has proven that he is one of the most talented small business program managers in the complex. He is passionately dedicated to strategically aligning to the right small businesses to meet contract execution.”

Agyemang explained that SRNS procurement strategy includes investing in small businesses in intangible ways as well, such as providing continuous improvement training while meeting with suppliers.

“We've literally seen a high percentage of these small companies grow not only in size, but in the quality of their management style, desire to deliver top-tier customer service and other, equally important, business-related attributes found only in the best of the best,” said Agyemang. “There is a direct correlation between consistently investing time and resources into small businesses by our company and the benefits SRNS receives in return.”

Thanks to SBPM **Alex Agyemang** and the SRNS team for sharing this [good news](#).

OSDBU INITIATIVE: Forecast Improvement Working Group



The Forecast Improvement Working Group (FIWG) was created in September 2019 with the goal of creating more accurate and accessible DOE Acquisition Forecasts. **As of September 2020, the FIWG has achieved its objectives.**

Here are some of the FIWG accomplishments to date:

- Conversion of the existing Federal Acquisition Forecast from a PDF to a customizable document to allow filtering according to place of performance, North American Industry Classification (NAICS) Code, and other fields.
- Streamlined and reorganized information on the Expiring Contracts List.
- Automated monthly updates to the Federal Acquisition Forecast and the Expiring Contracts List to help small businesses access up-to-date contract opportunity information.
- Reorganized the OSDBU Acquisition Forecast webpage, featuring updated and organized links to the many M&O contractors' respective forecasts, small business vendor registration sites, and other helpful procurement information for small businesses.

The FIWG's efforts were recognized by the Professional Services Council (PSC), who awarded DOE the **2020 Federal "Most Improved" Business Forecast**. The PSC evaluated over 60 federal agencies in their second annual review using 15 key attributes for a successful business forecast. The DOE ranked in the top ten federal agency business forecasts, coming in at #7 on the list.

Moving forward, the FIWG will implement a map-based solution to access procurement data. With this last improvement to accessibility, the FIWG will be concluding its work. The OSDBU would like to thank all FIWG participants for their time and expertise and for sharing their input with the group. Special thanks to Tanya Crawford and DeShonjla Peterson for co-chairing this important initiative. Please contact Tanya Crawford (tanya.crawford@hq.doe.gov) if you have any questions going forward.

MARK YOUR CALENDARS

SBPMs – we need you to help grow the capable, qualified, small business supply chain in support of DOE missions.

Please find upcoming events below which will provide information on doing business with DOE and upcoming opportunities. Moving forward, OSDBU is looking to partner with DOE program offices, sites, and laboratories to host virtual small business Industry Days specific to your procurement needs.

If you'd like to do a virtual event to help you engage with small businesses, please contact Anita Anderson at Anita.Anderson@hq.doe.gov. Thank you for your participation and check the [Small Business Events Calendar](#) on OSDBU's website for the latest event information.

October 27, 2020

[Princeton Plasma Physics Laboratory Virtual Industry Day](#)

November 10, 2020

[Fall Virtual Small Business Outreach Event](#)

Sponsors and organizers include the OSDBU, Oak Ridge National Laboratory, Office of Energy Efficiency and Renewable Energy, National Renewable Energy Laboratory, and Office of Science–Consolidated Service Center.

If you are a SBPM, and would like to share a small business contracting success story at your site, or have a suggestion for inclusion in this newsletter, please email your submissions to Darren Lurie at darren.lurie@hq.doe.gov.



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The OSDBU maximizes contract opportunities for small businesses while advancing the Agency's missions.