

U. S. DEPARTMENT OF ENERGY

**FY 2005
STRATEGIC PLAN FOR
SMALL BUSINESS**

**“Securing Our Economic Freedom –
Empowering Small Business”**



**Prepared by
Office of Economic Impact and Diversity
Office of Small and Disadvantaged Business Utilization**

Department of Energy
Service Disabled Veteran-Owned Business Program

Background:

On October 20, 2004, President George W. Bush signed Executive Order 13360 designed to strengthen opportunities in Federal contracting for service-disabled veteran businesses (SDVB). Pursuant to such Executive Order, the U.S. Department of Energy has designated the Director of the Office of Small and Disadvantaged Business Utilization to develop and implement the Department's Strategic Plan.

Agency Strategy:

The below actions will be taken to provide opportunities for service-disabled veteran businesses to significantly increase their contracting and subcontracting with the Department of Energy:

- Develop and promote a DOE/SDVB policy that addresses both prime and subcontracting.
- Expand the current customized DOE small business database to incorporate and identify SDVBs for use by program offices, procurement officers and prime contractors proposing acquisitions. (<https://hqlnc.doe.gov/Contacts>).
- Promote the utilization of the Department of Veteran Affairs' (VA) website at <http://VIP.vetbiz.gov/search/default.asp> and the Association of Service Disabled Veterans' (ASDV) website at <http://www.asdv.org> in conducting market research to identify SDVBs.
- Incorporate SDVB achievements in the Secretarial Small Business Awards program.
- Include SDVB organization(s) as a part of DOE SB Advisory Team.
- Include a SDVB component in the Annual DOE Small Business Conference.
- Participate in conferences primarily dedicated to reaching SDVB firms.
- Designate an OSDBU staffer as the Point of Contact for the program.

Prime Contracting:

- a) Incorporate SDVB goals as part of the Department's overall SB prime contracting goals negotiated with the U.S. Small Business Administration (SBA) and in all achievement reports prepared by DOE.

- b) Incorporate achievements of SDVB goals as a performance element in the annual evaluation plan of the officials who influence the acquisition process.
- c) Develop justification(s) for SDVB sole source acquisition, as appropriate.
- d) Include a prime contractor's past performance in contracting with SDVBs as an evaluation factor in solicitations.

Subcontracting:

- a) Incorporate SDVB goals as part of the Department's overall SB subcontracting goals negotiated with the SBA.
- b) Provide all DOE prime contractors with the DOE subcontracting goals negotiated with SBA and require that these goals be included in all subcontracting plans.
- c) Establish an SDVB pilot program permitting prime contractors to sole source to an SDVB as a subcontractor.
- d) Encourage prime contractors to utilize SDVB concerns when subcontracting.
- e) Encourage Mentor-protégé relationships with SDVB concerns

Education, Training and Outreach:

- a) Ensure all program element heads, acquisition personnel (including contracting officers) and small business managers are aware of the SDVB laws and regulations through the DOE Acquisition Letters, Flash announcements and other communications.
- b) Require all departmental contracting personnel to successfully complete, as needed, the SDVB utilization on-line course provided by the Defense Acquisition University (DAU).
- c) Provide SDVB concerns with technical assistance to assist them in getting certified by the SBA, as 8(a) or HUBZone or in getting on the General Services Administration (GSA) federal supply schedules.
- d) Meet with the SBA and Association of Service Disabled Veterans on a quarterly basis to discuss progress on the utilization of SDVB concerns.