



SMALL BUSINESS PROGRAM NEWSLETTER

LOWER COLORADO REGIONAL OFFICE, BOULDER CITY

November 2002

The Small Business Program Newsletter is prepared and distributed quarterly by the Business Utilization Development Specialist (BUDS). The purpose of this newsletter is to broaden and refresh contracting and functional personnel knowledge of the Small Business Program, and to recognize the importance of small businesses to the nation and the economy.

SMALL BUSINESS PROGRAM NEWSLETTER

Welcome to our Small Business Program Newsletter. I am Eather Stewart, your BUDS for the Bureau of Reclamation. My goal is to make this newsletter as informational as possible for the contracting and functional personnel. The reader is encouraged to share this information with other functional personnel in the acquisition process. It is my responsibility to assist small, disadvantaged, women-owned, HUBZone, and service disabled veteran-owned businesses seeking opportunities with government.

NEWSFLASH

BEDP Goals- FY03 (Prime Contracts)

Category	Goal
Small Business (SB)	50%
Small Disadvantaged Business (SDB)	7%
8(a) Awards	9%
Women-Owned Small Business (WOSB)	6%
HUBZone Small Business	5%
Service Disabled Veteran-Owned Small Business (SDVOSB)	3%

Note: The Colorado Regional Office accomplished all of their BEDP goals for FY02, except 8(a).

The previous year we were deficit in both Women-Owned Small Business and 8(a).

The BEDP goals for FY02 were: SB – 40%, 8(a) – 10%, SDB 5%, WOSB – 7%, HUBZone – 2.5%, and SDVOSB – 3%. As you can see, some of the BEDP goals for FY03 have increased while others have decreased. The only BEDP goal that has remained the same is SDVOSB.

Thanks for your continued support.

FREQUENTLY ASKED QUESTIONS ABOUT SUBCONTRACTING REPORTS

Q. What is a Subcontracting Report for Individual Contracts (Standard Form 294)?

A. A Subcontracting Report for Individual Contracts is required for each contract containing a subcontracting plan and must be submitted to the contracting officer, semi-annually during contract performance for the periods ended March 31st and September 30th.

Q. Is a Subcontracting Report for Individual Contracts required for each contract?

A. Yes. A separate report is required for each contract at contract completion.

Q. When is a Subcontracting Report for Individual Contracts due?

A. Reports are due 30 days after the close of each reporting period unless otherwise directed by the contracting officer.

Q. Are Subcontracting Report for Individual Contracts due if there has not been subcontracting activity?

A. Yes. Reports are required when due, regardless of whether there has been any subcontracting activity since the inception of the contract or since the previously report.

Q. What is the Summary Subcontract Report (Standard Form 295)?

A. This form collects subcontract award data from prime contractors/subcontractors that: (a) hold one or more contracts over \$500,000 (Over \$1million for construction of a public facility), and (b) are required to report subcontract awarded to Small Business concerns.

Q. When is the Summary Subcontract Report due?

A. This report must be submitted annually for the twelve months ended September 30th.

Q. Are purchases from a corporation, company, or subdivision that is an affiliate of the prime/subcontractor included in the Summary Subcontract Report?

A. No. Purchases from a corporation, company, or subdivision that is an affiliate of the prime/subcontractor are not included in the Summary Subcontract Report.

Q. Should prime/subcontractor who is performing work for more than one Federal agency submit separate reports?

A. A separate report shall be submitted to each agency covering only that agency's contracts, provided at least one of that agency's contract is over \$500,00 (\$1 million for construction of a public facility).

SUGGESTIONS?

Please call Eather Stewart at extension (702) 293-8149 if you have suggestions, comments, or ideas for articles to enrich this publication. Thank you.