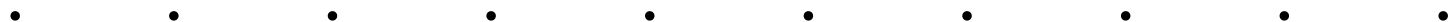




Small Business Industry Orientation



US Army Sustainment Command
AMSAS-SB
1 Rock Island Arsenal
Rock Island, IL 61299-6500



This brochure provides general information about the US Army Sustainment Command (ASC); its subordinate commands and installations, various procurement activities and how to do business with the ASC.

If you have questions, need further assistance or decide you are interested in doing business with ASC after reviewing this brochure, please contact the Small Business Office.

Small Business Homepage: <http://www.asc.army.mil/home/SmallBusiness.html>

Telephone: (309) 782-7302

Fax: (309) 782-6149

E-mail: rock-amsas-sb@conus.army.mil

Mailing Address:

HQ, US Army Sustainment Command

AMSAS-SB

1 Rock Island Arsenal

Rock Island, IL 61299-6500

The ASC Office of Small Business Programs (OSBP) is the focal point for providing information about the ASC and the various small business programs. The OSBP is responsible for:

- Small business and related matters.
- Minority business opportunities (8(a)) program.
- Providing a focal point for industry to address inquiries.
- Counseling and advising relative to doing business with the ASC.
- Striving to increase Small Business (SB), Historically Underutilized Business Zone (HUBZone), Small Disadvantaged Business (SDB), Women-Owned Small Business (WOSB), Veteran-Owned Small Business (VOSB), Service Disabled Veteran-Owned Small Business (SDVOSB) and Historically Black Colleges and Universities and Minority Institutions (HBCU/MI) participation in the ASC procurement program.



WHAT IS THE ASC?

The US Army Sustainment Command (ASC) is a global organization with presence in more than 35 states and 15 countries. The ASC mission is to integrate AMC logistics and provide joint munitions essential to the combatant commander's (COCOM) ability to conduct peacetime and wartime operations. The ASC's core competencies are: linking field logistics to the national sustaining base, integrates strategic operations and tactical logistics capabilities, enhances and integrates end-to-end distribution based logistics, provides field support to the war fighter through logistics assistance programs, management of Army Prepositioned Stocks (APS), and the Logistics Civil Augmentation Program (LOGCAP), the DOD common service provider of conventional munitions. In transforming to the ASC it will serve as overall integrator and synchronizer of logistics for the Army Force Generation process. The ASC postures the Army to support joint logistics of the future; for integration into joint organization (with Army oversight).

The US Army Joint Munitions Command (JMC) manufactures, procures, stores, issues and demilitarizes conventional ammunition for all US Military Services and selected non-Department of Defense customers. JMC serves as DoD's field operating agency for the Single Manager for Conventional Ammunition mission. Ammunition life-cycle management is executed through a partnership with the Program Executive Office for Ammunition and the Armament Research Development and Engineering Center. JMC's centralized ammunition management expands the ability to supply combat units with the right munitions, at the right time and in the right place.

The ASC procures the following type of products and services that are uniquely suitable for Small Businesses.

- Metal ammunition cans & containers, pallets, and adapters
- Ammunition components such as fuzes, fin assemblies, lifting plugs and miscellaneous projectile metal parts
- Machined and fabricated components requiring precision machining, fabricated and weldment assemblies, metal forging, plastic parts, injection molding
- Electrical cable assemblies
- Shipping and packaging material
- Logistics Services
- Staff Augmentation
- Environmental Remediation

JMC INSTALLATION SMALL BUSINESS CONTACTS

Blue Grass Army Depot (859) 779-6867/FAX 6860
ATTN: SJMBG-RE-C
431 Battlefield Memorial Highway
Richmond, KY 40475-5115

Types of products and services they buy-

Products: Production equipment such as conveyors and material handling equipment, shipping materials, computer equipment & supplies, general office supplies, equipment & furniture.

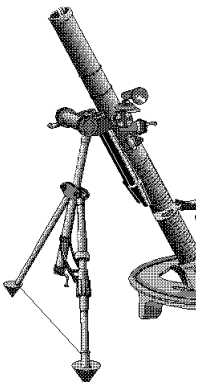
Services: Repair services (minor maintenance & repair of infrastructure), minor construction, heating & air conditioning services, boiler service & repair, snow removal, grounds maintenance, portable toilets, repair of ammunition peculiar equipment, moving services & vehicle leases.

Crane Army Ammunition Activity (812) 854-8990/FAX 4388
ATTN: SJMCN-CT <http://www.crane.army.mil>
300 Highway 361, HQ Bldg.
Crane, IN 47522-5099

Types of products and services they buy-

Products: Ammunition Components, ammunition containers, chemicals, machines, machine components, safety equipment, safety apparel including foot ware, personal protective gear, machine maintenance equipment, conveyors, components for forklifts and other vehicles, kits, tool steel, sheet metal, electronic components and equipment, computer software and hardware, office furniture, general office supplies, radios, stencil ink, and conveyor systems.

Services: Repair services, maintenance services, service agreements for computer software and hardware, training services.



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JMC INSTALLATION SMALL BUSINESS CONTACTS - CONTINUED

McAlester Army Ammunition Plant (918) 420-7530/FAX 7391
ATTN: SJMMC-PC <http://mcalestr-www.army.mil/>
1 C Tree Road, Bldg. 8
McAlester, OK 74501-9002

Types of products and services they buy-

Products: Raw materials, chemicals, metals, pipe, wire, machines, industrial machine tools, industrial hand tools, pumps, compressors, ventilation systems, electronic components, electrical items/supplies, plumbing items/supplies, valves, fire protection products, safety items, personal protective gear, water treatment, beverages, apparel, footwear, tires, ready-mix concrete, computer equipment, office furniture, truck & trailer rental/lease, railroad components & building components.

Services: Janitorial, grounds maintenance & refuse collection, optometry services, specimen collection, elevator maintenance, environmental remediation services, software maintenance, boiler inspections, truck & tractor leases, portable toilets, gasoline pump maintenance & plumbing.

Tooele Army Depot (435) 833-2616/FAX 3468
ATTN: SJMTE-CDC <http://www.tooele.army.mil>
1 Tooele Army Depot, Bldg. 501
Tooele, UT 84074-5020

Types of products and services they buy-

Products: Steel, gage wire, nuts, bolts, mirrors, industrial machines, machine tools, heavy duty casters, pneumatic tools, conveyors, heat tape, flow meters, sand blasters, welding machines, precision machined items, fabricated metal parts & assemblies, metal forgings, gas cylinders (oxygen, pure nitrogen, CO/N2, helium, & carbon monoxide), forklifts, aluminum sheeting, aluminum plates & various types of pumps, electronic assemblies & components, electrical boxes, wiring harnesses, circuit systems, cable assemblies, & electrical control panels, eye wash & emergency showers, safety items, office furniture, computer hardware & systems, computer servers, mobile radios, cell phones, various sizes of open top drums & glass test tubes.

Service: Road services, base repair services, heating & air conditioning services, minor construction, roofing, fencing, lighting & fixtures, janitorial services, weed control, drug testing, aerobics instruction, personnel investigations, vehicle maintenance services, radio repair; bomb dog & drug dog services, training & training materials, computer based training/software, copier/printer maintenance & mechanical manual services.



HOW TO DO BUSINESS WITH THE ASC

Online Registrations - Go to the Business Partner Network at <http://www.bpn.gov>.

- Register in the Central Contractor Registration (CCR).
- Complete the Small Business information in the CCR web site.
- Complete Online Certifications & Representations Application (ORCA).
- To receive ASC contract documents electronically, hard copies are no longer used; you must register in the Electronic Document Access (EDA) web site at <http://eda.ogden.disa.mil>

To help you find opportunities you need to know the North American Industry Classification System (NAICS) code for the products/services you provide. You can find the list of NAICS codes at <http://www.census.gov/naics> .

Regulations - Become familiar with the Federal Acquisition Regulation (FAR) used in government contracting. You can find the FAR on line at <http://farsite.hill.af.mil/> .

Quality system – requires an ISO 9001 Quality Management System or an alternate system approved in advance by ASC/JMC. When evaluating a contractor’s quality system, Government personnel will concentrate on the contractor's ability to demonstrate their commitment to continuous improvement. This can be demonstrated through a robust Lean Six Sigma Program. ISO 9001 can also be supplemented by providing specific Statistic Process Control (SPC) requirements or a Process Capability, Control and Improvement strategy.

Electronic Commerce - is the paperless process used by the government for solicitations, payment and contract document access. A computer with the necessary electronic capability and capacity is required to obtain contracting opportunities with this command and the government. Electronic Fund Transfer (EFT) capability is required for electronic payment. See your financial institution for assistance.

Electronic Documents Access (EDA) is required when receiving contracts with the ASC. EDA allows you to access contract documents via a web browser. Instructions to register in the EDA system can be found at the ASC homepage at <http://www.afsc.army.mil/ac/aais/ioc> or at <http://eda.ogden.disa.mil/>

Wide Area Workflow (WAWF) - is a secure Web-based system for electronic invoicing, receipt and acceptance. WAWF creates a virtual folder to combine the three documents required to pay a Vendor – the Contract, the Invoice, and the Receiving Report. The WAWF application enables electronic form submission of Invoices, government inspection, and acceptance documents in order to support DoD’s goal of moving to a paperless acquisition process.

Methods of Procurement

- Up to \$3,500 are Micro-Purchases using the government credit card called International Merchant Purchase Card (IMPAC). If you accept VISA then you can accept IMPAC. Non-procurement personnel generally make these purchases.
- Purchases \$3,501 - \$100,000 are Simplified Acquisition Procedures (SAP) using Request for Quotes (RFQ) or Purchase Orders. See FAR Part 13
- Purchases over \$100,000 are Formal Contracting Procedures using an Invitation for Bid (IFB) or a Request for Proposal (RFP). See FAR Part 15

Market Research – In the acquisition planning stage, market research is performed to determine the availability and capability of industry to provide products/services to satisfy the government's needs. This is done in the Federal Business Opportunities using sources sought synopsis, special notices, requests for interest and industry day announcements at <http://www.fedbizopps.gov>. It is very important to respond to these synopsis' as it shows your interest and/or capability for the products or services identified. Responses to market research generally will impact the government's acquisition strategy. Additional instructions for finding this information is on page 3 Finding Business Opportunities. As a part of market research ASC will sometimes seek industry input on Draft Solicitations/Scopes of Work. You can find this information on the ASC homepage at <http://www.afsc.army.mil/ac/aais/ioc>

Technical Requirements – Please read the solicitation or synopsis carefully, it will tell you if the drawings/Technical Data Package (TDP) are restricted or limited and how the TDP/drawings can be obtained. To receive restricted drawings for any item the ASC buys, there are two different processes depending on whether or not a solicitation has been issued for the particular item.

Here are the steps for the two processes:

1. If a solicitation has been issued:

- Register in the Joint Certification Program at <http://www.dlis.dla.mil/jcp> completes DD Form 2345 Tech Data Agreement.
- Submit Tech Data Request Questionnaire, AMSTA-AR-1350 with certification to the Contracting Officer or as designated in the solicitation.
- There is no charge for the drawings.

2. If a solicitation has not been issued:

- Register in the Joint Certification Program at <http://www.dlis.dla.mil/jcp> completes DD Form 2345 Tech Data Agreement.
- Submit Tech Data Request Questionnaire, AMSTA-AR-1350 with certification to Barbara Horacek, (973)724-7365, email: barbara.horacek@us.army.mil US Army Research Development and Engineering Center, Picatinny Arsenal, NJ.
- There will be a charge of \$63.25 up to 25 drawings, then \$2.25 per drawing after that.



HOW TO DO BUSINESS WITH THE ASC - Continued

The ASC buys products and services electronically by using the Internet. You can access ASC solicitations that are out for bid at:

<http://www.afsc.army.mil> (Homepage)

Click Business Opportunities

Click AAIS

Click Solicitation Information

Click View/Download Solicitations

Click Locate Solicitations, this will pull up the list of currently open solicitations.

Federal Business Opportunities is also where solicitations for all competitive acquisitions and market research/sources sought announcements are listed for ASC. Go to

<http://www.fbo.gov>

Click Vendors

Click DoD

Scroll then click Department of the Army (USA) OFFICES

Scroll then click US Army Materiel Command LOCATIONS

Scroll then click US Army Sustainment Command, Rock Island, IL POSTED DATES

You can use this method to search for opportunities with any government organization.

To search for business opportunities using a keyword, NAICS or FSC (Federal Supply Class) for any government organization go to <http://www.fbo.gov>

Upper left click on Find Business Opportunities GO

Search by NAICS code sector – e.g. 332

Procurement Classification codes – e.g. 13 or 81

Full text keyword search – metal fabrication or metal parts

The Army Single Face to Industry (ASFI) – is also where solicitations and combined synopsis/solicitation under \$100K for ASC are listed. Go to:

<https://acquisition.army.mil/asfi/>

Click Contracting Opportunities Search or Combined Synopsis/Solicitation Search

Under Select Contract Office select US Army Sustainment Command

Scroll to the bottom of the page and click Continue.

This will pull up a list of currently pen solicitations or synopsis/solicitations.

To search for business opportunities using a keyword, NAICS or FSC for any government organization go to <https://acquisition.army.mil/asfi/>

Click Contracting Opportunities Search of Combined Synopsis/Solicitation Search

Input keyword in Noun Phrase box or

Enter NAICS in NAICS Code box or

Enter FSC in FSC Code box

Scroll to the bottom of the page and click Continue

This will pull up list of currently open solicitations or synopsis/solicitations.

TIPS ON SUBMITTING BIDS/PROPOSALS

Read and understand:

1. Section A, Summary – it gives a good overview.
2. The technical requirements of the solicitation. Section C and the Technical Data Package.
3. The delivery dates, quantities and performance or delivery locations (when, how many, where).
4. Contract Data Requirements List (CDRL) – what, how often. This generally can be found as an exhibit or attachment in Section J of the solicitation.
5. Section L – Instructions, Conditions, and Notices to Offerors - This section will identify what information to submit in your bid/proposal. Make sure all information is submitted as requested in this section.
6. Section M – Evaluation Factors for Award - This section will describe how the government will evaluate the bid/proposal you submit.
7. If you don't understand something, immediately contact the contracting officer in writing for clarification.

Where mistakes can be made:

1. Taking exception to the proposal requirements – this can make you non-responsive and disqualify your bid/proposal.
2. Section L – not submitting required information.
3. Section M – not focusing proposal on the areas with the heavier weight in the evaluation.
4. Some proposals spend too much time on low weighted areas and not enough in more heavily weighted ones.
5. To avoid making mistakes here's a suggestion: highlight what information is required, and check off as it is included in your bid/proposal.

Be Sure To:

1. Provide enough detail when asked to explain "how" you will do something. Identify your approach, which could include your process, equipment you will use and timeline. This shows you understand the requirements and demonstrates your approach to meet them.
2. Put information in the spaces you need to: prices, including options.
3. Submit bid/proposal in the required format and on time. Know the date the solicitation closes.
4. Regularly check the website for amendments to the solicitation that you may be required to acknowledge in your bid/proposal.
5. Sign the bid/proposal and any other documents requiring your signature (e.g., Certificate of Current Cost or Price).

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FEDERAL BUSINESS OPPORTUNITIES: The Federal Business Opportunities (FEDBIZOPPS) web site replaced the Commerce Business Daily for announcement of government procurements over \$25,000. To find opportunities with the federal government go to <http://www.fedbizopps.gov/> . Vendors can register in the acquisition notification service to receive procurement announcement notifications by email. The ASC solicitations can also be found at this site under US Army, US Army Materiel Command, US Army Sustainment Command.

ADDITIONAL ASSISTANCE FOR SMALL BUSINESS:

It is recommended that Small Businesses register in the Small Business Administration's (SBA) Dynamic Small Business Search. This can be found at the Central Contractor Registration (CCR) web site under Dynamic Small Business Search. This is an electronic search engine for contracting officers, a marketing tool for small businesses and a link to procurement opportunities, as well as other important information for small businesses. This self-registration site is where small businesses enter pertinent company information to develop a company profile. This site is also used by prime contractors searching for small business subcontractors.

For Small Businesses needing help understanding solicitations and preparing bids/proposals, assistance with marketing, and understanding the government acquisition process and regulations, contact your local Procurement Technical Assistance Center (PTAC). Check this website to find more information and to locate the PTAC nearest you: <http://www.aptac-us.org/new/> then click "Government Contracting Assistance", then click "Find PTAC" in your state.

Also available to small businesses is the Service Corps of Retired Executives (SCORE). They provide free assistance to small businesses that want to do business with the government. To find your local chapter go to <http://www.score.org>

SUBCONTRACTING OPPORTUNITIES:

The ASC have many large business prime contractors. You may look for subcontracting opportunities with these companies by contacting the subcontracting point of contact. The list of Major Prime Contractor Subcontracting Point of Contact Phone Numbers can be found at the following ASC web site:
<http://www.afsc.army.mil/home/SmallBusiness.html>

Subcontracting Opportunities with DoD Major Prime Contractors (updated Sept. 2008). This directory is to aid small businesses seeking subcontracting opportunities with DoD prime contractors. This contains the names and addresses of DoD prime contractors and the names and telephone numbers of the Small Business Liaison Officers who are responsible for the subcontracting programs at various sites. It also contains the products and services supplied to DoD.
http://www.acq.osd.mil/osbp/doing_business/index.htm

HOW TO DO BUSINESS WITH AMC: This booklet contains general information on doing business with the subordinate commands, army depots and other procuring activities of the AMC. It contains a listing of all AMC Small and Disadvantaged Business Utilization Specialists. This free publication is available at the ASC Small Business Office or on the Internet at <http://www.amc.army.mil/amc/smlbus/>

SMALL BUSINESS SPECIALISTS: This DoD publication contains by state and city alphabetically, the location of Army, Navy, Air Force, Defense Logistics Agency, and other DoD procurement and contract management offices. Also this publication contains the names of small business specialists designated to assist Small Businesses. It also contains a listing of the Small Business Administration field office addresses and General Services Administration regional offices. This publication is available on the Internet at http://www.acq.osd.mil/sadbu/doing_business/index.htm

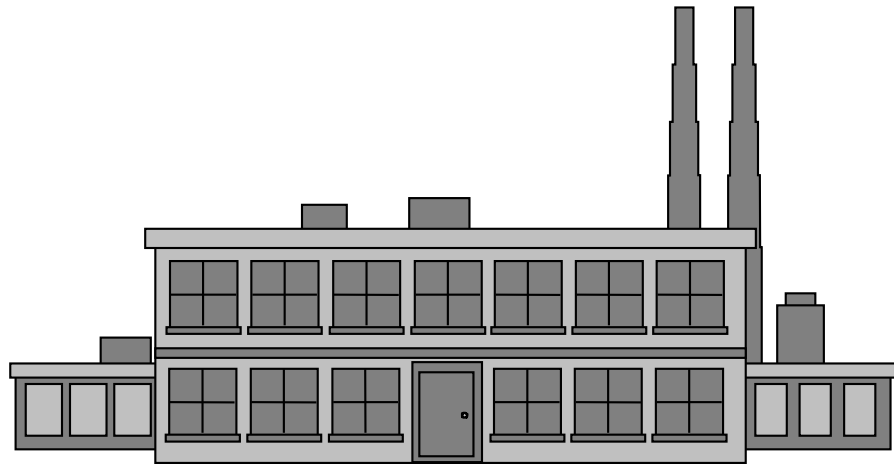
GUIDE FOR UNSOLICITED PROPOSALS: The Department of Army Pamphlet (DA PAM) 70-3 and FAR Subpart 15.6 together include ground rules for submission, preparation, basis of evaluation, and geographical location of command having potential interest.

BUSINESS OPPORTUNITY/FEDERAL PROCUREMENT CONFERENCES: These conferences provide businesses an opportunity to meet, on a person-to-person basis, with small business advisors and procurement specialists from the DoD and other agencies. These advisors and specialists counsel businesses on:

- Federal procurement and contracting processes
- Aids and services of government to business
- Opportunities to sell to federal agencies and prime contractors

In addition, numerous seminars covering a wide range of topics are offered by various government agencies.

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THE ARMS PROGRAM:

The Armament Retooling Manufacturing Support (ARMS) program lets businesses take advantage of Government incentives to use land and diverse industrial facilities that include infrastructure, utilities, buildings and equipment at very flexible and reasonable terms.

ARMS is a Government program designed to treat its ammunition production facilities and surrounding real estate as assets rather than liabilities. ARMS allow the commercial marketplace to help in the reduction of the cost of Army operations and production. This program has been responsible for a cumulative economic benefit of over \$6.5 billion and has created or sustained over 2,700 jobs at the Government sites that have participated in the program. The success of the program is a result of the utilization of creative techniques and tools to attract commercial tenants to military, industrial production facilities.

ARMS offers many new opportunities for both the government and industry through mutual involvement. For more information on the ARMS Program contact the following:

Telephone: 1-800-797-7483

FAX: (309) 782-6877

Web Site: <http://www.openterprise.com/>

SMALL BUSINESS POINTS OF CONTACT LOCATED ON ROCK ISLAND ARSENAL ROCK ISLAND, IL



ASC

US ARMY SUSTAINMENT COMMAND (ASC),
OFFICE OF SMALL BUSINESS PROGRAMS, (309)
782-7302, BLDG. 390, 2nd FLOOR SOUTHEAST
WING,
<http://www.afsc.army.mil/home/SmallBusiness.html>

JMTC

JOINT MANUFACTURING AND
TECHNOLOGY CENTER, ROCK ISLAND
ARSENAL (RIA), SMALL BUSINESS POC
(309)782-8073

ACOE

US ARMY CORPS OF ENGINEERS (ACOE),
ROCK ISLAND DISTRICT OFFICE,
CLOCK TOWER BLDG., WEST ENTRANCE,
SMALL BUSINESS POC (309) 794-5205
WEB: <http://www.mvr.usace.army.mil>

TACOM-ROCK ISLAND

US ARMY TANK AUTOMOTIVE AND
ARMAMENTS COMMAND (TACOM)
ROCK ISLAND, OFFICE OF SMALL BUSINESS
PROGRAMS,
(309) 782-6709, BLDG. 68, 1ST FLOOR
WEB: <https://aais.ria.army.mil/>

RIIS

ROCK ISLAND INTEGRATED SERVICES (RIIS)
LARGE BUSINESS CONTRACTOR SUPPORT
BLDG. 102, WEST WING, SMALL BUSINESS POC
(309) 782-0117 or (309) 786-1650

SBA LIAISON

US SMALL BUSINESS ADMINISTRATION
LIAISON OFFICE (SBALO), BLDG. 350,
3rd FLOOR WEST, (309) 782-6350

OTHER WEB SITES

Army Single Face to Industry (ASFI) Acquisition Business Web Site at <https://acquisition.army.mil/asfi> This web site can be used to search for contracting opportunities throughout the Army. Register for vendor notification service as well as online representations and certifications application.

Army Office of Small and Disadvantaged Business Utilization (SADBU)
<http://www.sellingtoarmy.info>

Army Materiel Command (AMC) Office of Small Business Programs
<http://www.amc.army.mil/amc/smlbus/>

Size Standard that coincides with the NAICS code can be found at the 1997 version or the 2002 version <http://www.sba.gov/size>

Doing Business with the Department of Defense (DoD) – This offers you a step by step guide to marketing your business to DoD
http://www.acq.osd.mil/sadbu/doing_business/index.htm

DoD Single Stock Point for Military Specifications and Standards
<http://assist.daps.dla.mil/quicksearch/>

General Services Administration Federal Supply Schedule
<http://www.gsa.gov>

Federal Register is the official daily publication for rules, regulations and notices of federal agencies and organizations
<http://www.gpoaccess.gov/fr/index.html>

SMALL BUSINESS ADMINISTRATION PROGRAM WEB SITES

Small Business Administration

<http://www.sba.gov>

SBA Business Development 8(a) program

<http://www.sba.gov/8abd/>

SBA HUBZone Empowerment Contracting program can be found at

<https://eweb1.sba.gov/hubzone/internet>

SBA Woman-Owned Small Business Program information can be found at

<http://www.sba.gov/financing/special/women.html>

The DoD WOSB web site is <http://www.acq.osd.mil/sadbu/programs/wosb>

Women Business is a gateway for WOSB selling to the federal government, this information can be found at <http://www.womenbiz.gov>

SBA Veterans Business Development Program information can be found at

<http://www.sba.gov/VETS>

Department of Veterans Affairs, Center for Veterans Enterprise information can be found at <http://www.vetbiz.gov>

SBA's SUB-Net – Notices of Subcontracting Opportunities can be found at

<http://web.sba.gov/subnet>

For additional information regarding the various Small Business programs, a guide is provided by AMC at <http://www.amc.army.mil/amc/smlbus/index.html> then click “AMC Small Business Program Guide for Government & Industry”

MINORITY PROGRAMS

HISTORICALLY BLACK COLLEGES AND UNIVERSITIES AND MINORITY INSTITUTIONS (HBCU/MI) PROGRAM:

ASC VISION

*“EXPAND MUTUALLY BENEFICIAL PARTNERING OPPORTUNITIES
BETWEEN THE US ARMY AND EDUCATIONAL MINORITY INSTITUTIONS”*

The ASC fully recognizes and appreciates the role the Historically Black Colleges and Universities and Minority Institutions have played in this great nation. We are totally committed to ensuring that the ASC does its part to support and strengthen HBCU/MI institutions through developing and nurturing partnerships. In an effort to meet these goals, the ASC has established a Minority College Relations Program that can be visited on the ASC homepage at: <http://www.afsc.army.mil/home/SmallBusiness.html>

HISPANIC ASSOCIATION OF COLLEGES AND UNIVERSITIES (HACU)

HACU is a national association of institutions of higher education in the U.S. dedicated to bringing together colleges and universities, schools, corporations, governmental agencies, and individuals to establish partnerships.

To find more information about this program visit the HACU web site at:

<http://www.hacu.net>

American Indian Science & Engineering Society web site: <http://www.aises.org>

You can also access information relative to Post-secondary Minority Institutions directly at <http://www.nafeo.org> . The National Association For Equal Opportunity in Higher Education (NAFEO) for information on any specific institution and or their capabilities, you can contact NAFEO at:

NAFEO
8701 Georgia Ave.
Suite 200
Silver Springs, MD 20910
Phone: (301) 650-2440
Fax: (301) 495-3306

THE DEPARTMENT OF DEFENSE (DoD) MENTOR-PROTÉGÉ PROGRAM

PURPOSE

The Department of Defense (DoD) Mentor-Protégé Program (MPP) is to provide incentives to DoD prime contractors and to assist protégé firms in enhancing their technical capabilities, building strong business relationships and satisfying DoD and other prime contract and subcontract requirements.

OBJECTIVE

The objective of the Program is to increase the overall participation of protégé firms as prime contractors and subcontractors under DoD contracts, other Federal agency contracts and commercial contracts, and foster the establishment of long-term business relationships between protégé firms and such contractors.

DoD Mentor Protégé agreements are approved by the DoD Small and Disadvantaged Business Utilization Office, and agreements are limited to 3 years. The Defense Contract Management Agency will conduct annual program assessments, and past performance is a major factor in determining the amount of mentor reimbursement. The maximum a mentor can be reimbursed is \$1M per year per protégé.

Eligibility Requirements:

A mentor must have an active approved subcontracting plan negotiated with DoD or another Federal Agency and be eligible for award of federal contracts.

Protégé may qualify if they are a SBA Certified Small Disadvantaged Business, self certified Woman-Owned Small Business, SBA Certified HUBZone Small Business, self certified Service-Disabled Veteran-Owned Small Business, qualified organization employing the severely disabled, business entity owned and controlled by a Native Hawaiian organization or an Indian Tribe.

For Additional Information:

DoD Mentor Protégé Program website:

http://www.acq.osd.mil/osbp/mentor_protege

Army Mentor-Protégé website:

<http://www.sellingtoarmy.info> click Mentor Protégé

Mentor-Protégé Hotline: (800)540-8857

The proponent of this publication is the US Army Sustainment Command, Office of Small Business Programs.

ROBERT J. MATTHYS
Associate Director,
Office of Small Business Programs



**ACHIEVING OPTIMUM SMALL BUSINESS PARTICIPATION BY SEEKING
SMALL BUSINESS SOLUTIONS FIRST**