

MPG **SBA 8(a)** ORDERING GUIDE 2013

The Small Business Administration's (SBA) 8(a) Business Development Program is a business assistance program that permits agencies to directly procure services and products from those small disadvantage businesses (SDBs) that are certified under the SBA's program.

MindPoint Group, LLC (MPG) is a SBA 8(a) certified company with a valid designation through November 2020. The regulations governing the 8(a) BD program are located in Title 13 of the Code of Federal Regulations, Subpart A, Section 124. (13 CFR § 124)

Program Benefits

The 8(a) sole source vehicle provides agencies a simplified and shortened acquisition procedure:

- **Sole Source:** contracting for up to a ceiling of \$4 million for goods and services.
- **Reduced decision cycle:** the time required to award an 8(a) sole source contract can be as short as 10 days.
- **Streamlined Acquisition Process:** procurement process and time is reduced to a minimum.
- **Prices reflecting the best value:** agency negotiates with the firm directly to get the best value.
- **Small Business Credits:** credit for promoting small business participation within agency .
 - **MPG Multiple SB credits:** 8a, WOSB, EDWOSB and Minority-Owned SB

SBA Designations:

- 8(a) Certified Small Disadvantage Business #305018
- Woman Owned Small Business (WOSB)
- Economically Disadvantaged Woman Owned Small Business (EDWOSB)
- Minority-Owned Small Business (MOSB)

DUNS #: 82929669

Cage Code #: 5DMTO

Primary NAICS Code: 541519

Secondary NAICS Codes: 518210, 519190, 541330, 541511, 541512, 541513, 541611, 541618, 541690, 541990, 561621, 561990 and 611430

MindPoint Group, LLC

Tel: 703-636-2033

Fax: 866-761-7457

Email: bd@mindpointgroup.com

www.mindpointgroup.com

<http://blog.mindpointgroup.com>

Small Business Administration (SBA)

John A. Leonard

MPG's Business Opportunity Specialist (BOS)

Tel: 202-272-0398

Fax: 202-481-0004

E-mail: john.leonard@sba.gov

MPG **SBA 8(a)** ORDERING GUIDE 2013

High-Level Process for 8(a) Sole Source Contracts

If you would like to take advantage of the security services offered by MPG through the SBA 8(a) Program, please adhere to the following process:

1. Identify and establish the support or service requirements, performance time frame, and available funding.
2. Contact your Department/Division's Contracting Officer (CO), Agency Small Business Specialist for assistance with developing your FAR 19.804-2 "Agency Offering" package that includes the requirements description, estimated period of performance, applicable NAICS code, anticipated dollar value, etc. MPG's SBA BOS is also available to assist your CO with the preparation of the package, if needed.
3. Your CO will send an "Offering letter" to dcofferletters@sba.gov requesting permission to conduct sole source negotiations with MPG, Attn: John A. Leonard.
4. The SBA confirms MPG's eligibility and authorizes the negotiations.
5. The CO negotiates with MPG.
 - Simplified Acquisition efforts do not require a Technical proposal; the CO sends RFQ to MPG requesting cost proposal; upon receipt, CO negotiates cost and terms with MPG.
 - If the estimate exceeds the Simplified Acquisition Threshold, the CO sends RFP to MPG requesting technical and cost proposals; upon receipt, CO negotiates cost and terms with MPG.
6. Upon completion of negotiations, the CO prepares a contract award document and sends to MPG for signature.
7. Upon receipt of the executed contract from MPG, the CO signs contract and sends it to the SBA.
8. Contract performance begins.

SBA Designations:

- 8(a) Certified Small Disadvantage Business #305018
- Woman Owned Small Business (WOSB)
- Economically Disadvantaged Woman Owned Small Business (EDWOSB)
- Minority-Owned Small Business (MOSB)

DUNS #: 82929669

Cage Code #: 5DMTO

Primary NAICS Code: 541519

Secondary NAICS Codes: 518210, 519190, 541330, 541511, 541512, 541513, 541611, 541618, 541690, 541990, 561621, 561990 and 611430

MindPoint Group, LLC

Tel: 703-636-2033

Fax: 866-761-7457

Email: bd@mindpointgroup.com

www.mindpointgroup.com

<http://blog.mindpointgroup.com>

Small Business Administration (SBA)

John A. Leonard

MPG's Business Opportunity Specialist (BOS)

Tel: 202-272-0398

Fax: 202-481-0004

E-mail: john.leonard@sba.gov

MPG **SBA 8(a)** ORDERING GUIDE 2013

Other 8(a) Utilization Methods

The SBA 8(a) Business Development program has two additional mechanisms that can be used alternatively to procure MPG security services.

Sole-Source IDIQ: When an agency finds an 8(a) company that they would like to utilize on a regular basis, the agency may choose to award a Sole-Source Services IDIQ (Indefinite Delivery/Indefinite Quantity) contract. Preparation of this IDIQ is very cost-effective for the agency as it minimizes the length of time involved in contracting out individual task orders and it is not as costly and time-consuming to award as a competitive IDIQ. This type of contracting mechanism can be awarded very similar to the sole-source contracting process.

Basis Ordering Agreement (BOA): A BOA can also be awarded on a sole-source basis under the 8(a) program. A BOA is a written instrument of understanding, negotiated between an agency, contracting activity, or contracting office and a contractor, that contains the following items:

- Terms and clauses applying to future contracts (orders) between the parties during its term.
- A description, as specific as practicable, of supplies or services to be provided.
- Methods for pricing, issuing, and delivering future orders under the Basic Ordering Agreement.
- Any of the contracting vehicles described above can be used to provide both services (e.g. Engineers, Technicians, other staff, etc...) and/or supplies (e.g. Software Licenses, Computers, Specialized Embedded Equipment, Hardware, Network Equipment, etc...).

SBA Designations:

- 8(a) Certified Small Disadvantage Business #305018
- Woman Owned Small Business (WOSB)
- Economically Disadvantaged Woman Owned Small Business (EDWOSB)
- Minority-Owned Small Business (MOSB)

DUNS #: 82929669

Cage Code #: 5DMTO

Primary NAICS Code: 541519

Secondary NAICS Codes: 518210, 519190, 541330, 541511, 541512, 541513, 541611, 541618, 541690, 541990, 561621, 561990 and 611430

MindPoint Group, LLC

Tel: 703-636-2033

Fax: 866-761-7457

Email: bd@mindpointgroup.com

www.mindpointgroup.com

<http://blog.mindpointgroup.com>

Small Business Administration (SBA)

John A. Leonard

MPG's Business Opportunity Specialist (BOS)

Tel: 202-272-0398

Fax: 202-481-0004

E-mail: john.leonard@sba.gov