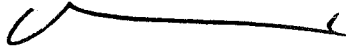




JUN 16 2005

GSA Acquisition Letter V-05-12

MEMORANDUM FOR ALL GSA CONTRACTING ACTIVITIES

FROM: DAVID A. DRABKIN 
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SUBJECT: Socio-Economic Programs Under Schedules

1. Purpose. This Acquisition Letter provides guidance to ordering activities on limiting consideration to small businesses on orders placed under the Federal Supply Schedules Program to achieve agency socio-economic goals.

2. Background. The strength and viability of small businesses are vitally important to our nation's economy. A successful and strong small business community is integral to job creation, community empowerment and economic revitalization. The General Services Administration and the Small Business Administration (SBA), strongly support the participation of small business concerns in the Federal Supply Schedules Program. GSA through the Federal Supply Schedule program is committed to increasing contracting opportunities for small business and assisting ordering activities in achieving or exceeding their socio-economic goals. In order to support efforts to facilitate this ideal, this guidance provides a tool whereby ordering activities may in their best value determination consider the schedule contractor's socio-economic status.

3. Effective Date. Immediately.

4. Termination Date. One year unless cancelled or extended.

5. Applicability. This Acquisition Letter applies to all GSA contracting activities and other federal agencies placing orders against the Federal Supply Schedule.

6. Policy.

a) When the order is estimated to exceed the micropurchase threshold, ordering activities seeking to use the multiple award schedules program to achieve their agency small businesses goals, may make socioeconomic status a primary evaluation factor when making a best value determination (see FAR 8.405-1(c)).

- b) When a Request For Quote is issued it shall reflect that one of the primary evaluation factors is achieving the agency's socio-economic goals.
- c). When accepting work from a requiring agency, the ordering activity must ask and receive confirmation in writing that the requiring activity desires to achieve one of its socio-economic goals and indicate which goal specifically.
- d) Place a copy of the requirements document with the applicable confirmation in the contract or order file. The Acquisition Plan should indicate which socio-economic objective is to be achieved through the respective acquisition.