



United States
Department of
Agriculture

Forest
Service

Gallatin National Forest

10 East Babcock Ave.
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Bozeman, MT 59715
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File Code: 6320

Date: March 20, 2008

Subject: HUBZone Certification

To: All Contractors

It is USDA policy to fully consider small businesses when conducting market research and acquisition planning, and to identify and utilize small business contractors to meet USDA requirements to the maximum extent practicable to achieve USDA program goals. Therefore, an increasing number of solicitations issued by the Eastside Acquisition Team (ESAT) comprised of the Beaverhead-Deerlodge, Custer, Gallatin, Helena, Lewis & Clark National Forests and the Dakota Prairie Grasslands will be set aside for HUBZone certified contractors. The USDA has given direction for maximum utilization of Certified HUBZone Firms. We suggest that it is in the best interest of contractors who desire to do business with the Forest Service, and who are located in a HUBZone, to register with the SBA and become HUBZone certified. This certification will ensure your opportunity for competing for this Forest Service workload.

To assist you in determining that you are located in a HUBZone area, please go to the website: www.sba.gov/hubzone and click on "Are you in a HUBZone?" located in the left column. For more information on becoming HUBZone Certified please contact the SBA at their website: www.sba.gov/hubzone or call 1-800-U-ASK-SBA for general questions. To obtain additional information you may contact the following SBA representatives:

Montana	Robert Much,	(406) 441-1084,	Robert.Much@sba.gov
North Dakota	Tom Linnertz,	(701) 239-5131 ext. 215	Thomas.Linnertz@sba.gov
South Dakota	Lisa Claassen	(605) 330-4243	Lisa.Claassen@sba.gov

The Procurement Technical Assistance Center (PTAC) is another good source for assistance. PTACs provide a wide range of assistance covering every phase of government contracting – from initial registrations through contract completion. The website is www.aptac-us.org.

If you have additional questions, please contact your local Contracting Officer.

Sincerely,

/s/ William M. Pfeifer

William M. Pfeifer
Contracts Manager
ESAT Acquisition Team – Beaverhead-Deerlodge, Custer, Gallatin, Helena,
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