



DEPARTMENT OF THE TREASURY
WASHINGTON

ASSISTANT SECRETARY

FEB 16 2006

The Honorable John F. Kerry
Ranking Member
Committee on Small Business and Entrepreneurship
United States Senate
Washington, DC 20510-6350

Dear Senator Kerry:

Thank you for your letter dated January 27, 2006, to Secretary Snow requesting information on measures the Department is taking to fully utilize procurement programs for service-disabled veteran-owned small businesses.

The Department is proud of its work aimed at meeting small business goals and, in particular, of our efforts to do more business with service-disabled veteran-owned small businesses.

I would like to provide the following responses to your specific questions regarding our progress in doing business with service-disabled veteran-owned small businesses:

- **Has the Department of the Treasury set aside any contracts for services-disabled veteran-owned small business owners and limited competition for these businesses since the passage of this legislation? Has the Department of the Treasury utilized the sole-source tool that was made available by P.L. 108-183, and if so, how often?**

Yes. Since 2003, the Department has set-aside and limited competition for service-disabled veteran-owned small businesses, resulting in ten contract awards with a total dollar value of \$4,132,864. Of the ten contract awards, five were awarded to service-disabled veteran-owned small businesses on a sole source basis with a total dollar value of \$2,977,490.

- **What strategies are being implemented to inform agency contractors about the opportunities available to them through this program? What steps has the agency taken to actively seek out eligible businesses and inform them of the**

contracting opportunities at the Department of the Treasury under the Veterans Benefit Act?

In coordination with the Small Business Administration, the Department developed and is implementing a strategic plan which focuses on doing business with service-disabled veteran-owned small businesses. To help these businesses and our partners understand our plans, we have posted our plan on the public websites of the Department, the Small Business Administration, and Veteran Affairs.

As part of this plan, we advertise and sponsor ongoing vendor outreach sessions aimed specifically at service-disabled veteran-owned small businesses. These sessions allow business owners and employees to meet with government small business specialists, program and procurement officials, prime contractors and other small businesses to learn more about procurement opportunities, to present their capabilities, and to develop improved business strategies to best pursue these opportunities. The most recent session was held in November 2005. We are planning our next session for this summer.

The Department is also taking steps to seek out and share opportunities with service-disabled veteran-owned small businesses by participating in external conferences sponsored by congressional staff, other federal agencies, state and local governments, universities, trade associations and other organizations. To date, we have participated in approximately seventy such outreach events for service-disabled veteran-owned small businesses.

Finally, the Department organized a Small Business Industry Day in July 2005, which we advertised to target small businesses, including service-disabled veteran-owned small businesses, to help publicize Department procurement opportunities and to facilitate meetings between service-disabled veteran-owned small businesses, government procurement and small business program officials. We are planning another Small Business Industry Day this spring with a similar focus.

- **Is there a process for service-disabled veterans-owned small businesses to proactively contact contracting officers or the Office of Small and Disadvantaged Business Utilization to learn about contracts for which they are eligible under this program.**

Yes, As described above and coordinated by Treasury's Office of Small and Disadvantaged Business Utilization, the Department advertises and sponsors ongoing vendor outreach sessions. The Department's small business office also maintains an outreach website at www.treas.gov/sba which provides information on doing business with the Department and access to the Department's bureaus, procurement officials, purchase card liaisons, small business staff and other federal agencies. The Department also distributes marketing publications, forecasts of contract opportunities, and a subcontracting opportunities directory to help service-disabled veteran-owned small businesses pursue doing business with the Department.

- **What training programs has the Department of the Treasury implemented to ensure that the Agency's procurement staff is fully aware of the various tools available to them to assist in the utilization of service-disabled veteran-owned businesses?**

The Department's small business office sponsors an annual "Small Business Week" which provides training to Departmental and bureau small business specialists, program officials, and procurement officials. For example, during "Small Business Week 2005," the SBA Assistant Administrator for Veteran Business Owners provided training and expertise on the service-disabled veteran-owned small businesses program. A program for 2006 is scheduled for June and will cover small business programs, including service-disabled veteran-owned small businesses. We also target our outreach sessions as opportunities for training, inviting officials from Veteran Affairs to provide the latest training to Treasury small business and procurement officials on ways to improve our ability to reach out to service-disabled veteran-owned small businesses.

To better support doing business with service-disabled veteran-owned small businesses, we are in the process of issuing an Acquisition Bulletin to procurement staff requiring the use of a Small Business Review form that will build into the procurement process an increased visibility on how to reach and solicit service-disabled veteran-owned small businesses. We will evaluate the effectiveness of this new tool in our reviews of bureau purchasing office procurement operations.

We are also planning additional training on service-disabled veteran-owned small businesses and a formal recognition of successful past efforts at a Treasury Procurement Conference in March 2006.

The Treasury Department is committed to doing more business with service-disabled veteran-owned small businesses, and we are continuously looking for ways to do more. Thank you for this opportunity to share the Department's efforts in this area. If you or your staff require further information, please do not hesitate to let me know, or you may contact Tom Sharpe in Treasury's Office of the Senior Procurement Executive, at (202) 622-1039.

Sincerely,

A handwritten signature in cursive script that reads "Sandra L. Pack".

Sandra L. Pack
Assistant Secretary for Management
and Chief Financial Officer