



To/MS: Master Management
From/MS: Michael R. Anastasio, A100
Phone/Fax: 7-5101/5-2679
Symbol: DIR-08-037
Date: February 12, 2008

memorandum

Office of the Director

SUBJECT: Subcontracting Opportunities with Small Business

Los Alamos National Laboratory has maintained a strong institutional commitment to small business subcontracting over the years and it is my intention that we continue that commitment. The commitment was formalized in the Prime Contract Appendix M provision for a regional purchasing preference as well as the Appendix E subcontracting plan provision for small business utilization, currently at 46%.

We must demonstrate our seriousness to achieving these commitments by working together as an institution, and individually as managers, in taking an active role to increase procurement opportunities for our neighboring communities and pueblos.

Managing to current budget constraints will make the task of finding additional small business contracting opportunities very challenging. However, the subcontracting goal is to increase the percentage of small business participation in the available procurement dollars expended.

On behalf of the Laboratory, the Acquisition Services Management (ASM) Division holds the overall charter to maximize the use of small businesses while ensuring that we meet the needs of the Laboratory and our customers. ASM, through its Purchasing, Subcontracting and Small Business operations, is the institutional resource available to you for assistance in developing acquisition strategies that maximize small business participation without compromise to business requirements.

With an approximate overall procurement annual "spend" of \$700 million, there are many opportunities to enhance small business utilization. I challenge all managers to creatively seek ways to accomplish our goals.

Thank you in advance for your assistance in maintaining and furthering a robust small business subcontracting program. Please work with the Acquisition Services Management Division or contact the SBPO, (business@lanl.gov or 7-4419) for assistance including small business participation in your resource management portfolio for FY08.

Cy: DIR-08-037
IRM-RMMSO, A150