



EXECUTIVE DIRECTOR

UNITED STATES
SECURITIES AND EXCHANGE COMMISSION
WASHINGTON, D.C. 20549

MAR 16 2005

Mr. Hector Barreto
Administrator
Small Business Administration
409 3rd St, SW
Washington, DC 20416

Dear Mr. Barreto:

In response to your letter of January 12, 2005 on Contracting with Service-Disabled Veterans' Businesses and Executive Order 13360, the U.S. Securities and Exchange Commission (SEC) submits the attached strategy to increase its federal contracting and subcontracting opportunities for service-disabled veteran businesses.

The SEC has designated Ms. Anne O'Donoghue, Senior Procurement Executive, as the senior-level official who shall be responsible for developing and implementing the SEC's strategy.

If you have any questions, please feel free to contact me at (202) 942-4300.

Sincerely,

A handwritten signature in black ink, appearing to read "James M. McConnell".

James M. McConnell
Executive Director

U.S. Securities and Exchange Commission

Strategy for Increasing Federal Contracting Opportunities for Service-Disabled Veteran Businesses

Designated Senior-Level Official: Ms. Anne O'Donoghue, Associate Executive Director, Office of Administrative Services. Ms. O'Donoghue is also the agency's Senior Procurement Executive.



Agency Strategy:

- The U.S. Securities and Exchange Commission (SEC) has designated Ms. Anne O'Donoghue as the senior-level official responsible for the development and implementation of the SEC's strategy for increasing federal contracting opportunities for service-disabled veteran businesses.

- The Procurement and Contracting (P&C) Branch is currently developing an internet presence to assist its customers and vendors. On this internet site, the P&C Branch will provide helpful information to service-disabled veteran businesses that wish to do business with the SEC, such as information on open solicitations, upcoming procurements, a description of its contracting processes, and points of contact. In addition, we will post this statement of strategy so that it is publicly available.

- The SEC will report its progress annually to the Small Business Administration (SBA) in accordance with guidance provided by the SBA.

- The SEC will consider the furtherance of this strategy in rating the performance of Ms. Anne O'Donoghue.

- The P&C Branch will review the supplies and services procured by the SEC and determine if some contracts can be reserved exclusively for service-disabled veteran businesses. The P&C Branch will also determine if some contracts can be set-aside for service-disabled veteran businesses in accordance with FAR 19.1405.

- The P&C Branch will encourage participation by service-disabled veteran business in competitions for award of agency contracts by:
 - inviting service-disabled veterans who make inquiries about SEC business to discuss the SEC's contracting processes with the Chief of Procurement and Contracting, and
 - adding service-disabled veteran businesses to source lists where appropriate.

U.S. Securities and Exchange Commission

Strategy for Increasing Federal Contracting Opportunities for Service-Disabled Veteran Businesses (Continued)

- The P&C Branch will encourage agency contractors to subcontract with service-disabled veteran businesses. When subcontracting plans are required, the P&C Branch will request and evaluate the prime contractor's proposed plan for including service-disabled veteran businesses.
- When Defense Acquisition University or Federal Acquisition Institute develops training on this topic, we will require all contract specialists to take the training, preferably in an online venue.