

Newsline

A Monthly Newsletter from the San Diego District Office



Volume 3 Issue 3

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Training Calendar

A list of events from SBA and our resource partners: SCORE and the SBDC may be found at www.sba.gov/ca/sandiego under Training Calendar.

January 5 – Small Business Orientation presented by the NCSBDC in Oceanside, CA.

January 10 – Credit Repair Clinic presented by the SBDITC in Chula Vista, CA.

January 16 – Tax Considerations for Small Business presented by SCORE in San Diego, CA.

January 23 – Nuts and Bolts of Business Plans in Escondido, CA.

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SBA Awards 2006 Minority Business Person of the Year



Ruben R. Garcia, District Director, SBA San Diego, Pearl Andrews, Small Business Liaison, L3 Telemetry West, Linda Coakley, Procurement Center Representative, SBA, and Shari Walden, CEO, Project Resources, Inc., recipient of the 2006 SBA San Diego Minority Business Person of the Year, at the Executive Awareness Event held on Nov. 16, 2006.

SBA Improves Contract Opportunities for Small Business

The U.S. Small Business Administration (SBA) announced several measures to help small businesses secure more federal government contracts. The centerpiece of SBA's efforts is a new regulation requiring small businesses to recertify their size status on long-term contracts when a contract option is exercised, when a small business is purchased by or merged with another business, or at the end of the first five years of a contract.

"This regulation will go a long way toward ensuring that contract awards get in the hands of small business owners, federal agencies get the proper credit toward their small business contracting goals and small business

contract awards are fairly and accurately reported," said SBA Administrator Steven C. Preston. "It is a win-win situation for everyone."

This regulation was developed in coordination with the Office of Management and Budget's Office of Federal Procurement Policy (OFPP).

"We need accurate data on business size," said Administrator for the OFPP Paul Denett. "However, small businesses must be given fair opportunity to grow as they perform federal contracts. This rule is intended to strike the right balance between fostering growth and accurate data gathering."

Historically, size status

has been determined at the time of the initial offer on the contract and is retained over the life of the contract. However, federal agencies are increasingly using long-term contracts that with the exercise of contract options can extend to 20 years. The new regulation does not require termination of contracts if size status changes, nor does it require changes to contract terms and conditions.

SBA, also in cooperation with OFPP, announced a Small Business Procurement Scorecard for 24 federal agencies. The scorecard, which is modeled after the President's Management

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Events Around San Diego



Debbie Trujillo, Regional Director, San Diego & Imperial Counties SBDC Network speaks with Rosa Rodarte of SBA at the SBDITC's 2nd Annual Small Business Information Day on 11/17/06.



Karla Fox, General Manager, KURS Radio 1040, Ruben Garcia, District Director, SBA, Alma Garcia, and Forney Johnson with KURS Radio 1040 discuss topics for a radio show that aired 12/04/06.



Patricia King, Bank of America, receives award from SBA, presented by Anthony Vigil and Ruben Garcia at the San Diego NAGGL Holiday Party on 12/06/06.



Mr. Chris Jennewein, Chairman, SDNEDC, Ruben Garcia, District Director, SBA, and Gary Knight, President/CEO San Diego North Economic Development Council at their Holiday Luncheon and Awards on 12/07/06.

Visit SBA's new redesigned web site!

The screenshot shows the SBA website interface with a top navigation bar containing 'Home', 'Small Business Planner', 'Services', 'Tools', and 'Local Region'. Below this are sections for 'About SBA', 'Newsroom', 'Contact', and 'FAQ'. A 'SPOTLIGHT' section features articles such as 'SBA Services Story', 'Free Value Training', and 'Business Plans Required'. The footer includes 'Privacy & Security', 'Information Quality', 'FOIA', 'No Paper Act', 'ADA', 'About SBA', 'Contact', and 'SBA Jobs'.

Who's Who at SBA's San Diego District Office

Bonnie S. Valentine, Business Development Specialist, has been with SBA's San Diego District Office for almost 16 years. Prior to joining SBA, Bonnie was employed by the Social Security Administration and has a total of 26 years of government service. Bonnie serves as the Administrative Officer and is responsible for our district budget, procurement activities, government vehi-

cles and property, and in general keeps our office running smoothly.

Additionally, Bonnie is assigned to Business Development—Team 2, and is responsible for Lender Relations, headed by Julie Talley. In this capacity Bonnie has been assisting the team with changes to loan authorizations and 912 clearances, while still finding time to help others in the office.



Bonnie Valentine
Business Development Specialist

Ask SCORE for Business Advice

Question: *What should I consider when opening a home office?*

Answer: Many people open a home office because they want to get away from long commutes, noisy cubicles and to save expenses. Without proper planning and organization, your home may do more to hinder your productivity than enhance it. Consider these six points when opening a home office.

Select the Right Spot. The space you choose for your home office should be well lit and properly ventilated with enough room for furniture, supplies, storage compartments, and other items you use on a regular basis. Windows are great for natural light and that all important “inspiration” but they can just as easily be a distraction. It may be best to configure your work area so that the windows are behind you or to the side.

Get Connected. Your home office should also be equipped with sufficient electrical outlets to safely support your office equipment and appliances, as well as connections for your telephone, fax and internet access. Any costs incurred to add outlets and any other utilities to your of-

ice (e.g., heating and air conditioning ducts) are tax deductible.

Fine-tune the Furnishings. Consider what kind of furniture you’ll need for your business, including cabinets, printer stands, and any other items needed to organize records, tools, and supplies. Browse catalogues or measure furniture you already have and compare those dimen-

sions with the available space in your office. This will make it easier to find an ideal layout without the risk of discovering too late that your new desk doesn’t fit.

Evaluate Equipment. Follow the same process with the equipment you will use, whether it’s a computer and

a fax or matching equipment. You will almost certainly use some things less frequently than others, so consider ways to place these items so that they’re convenient, yet out of the way.

Organize. Avoid moving any business equipment or files out of your home office. You cannot afford to waste time tracking down misplaced tools or research in-

formation especially when a deadline is near. If customers visit your home office, an organized work environment will say a lot about you and the quality of your services. Even if you never have visitors, taking a few moments to straighten up at the end of the day gives you a head start on tomorrow’s tasks.

Watch those Taxes. The internal revenue service will let you deduct expenses related only to that part of your home that you use exclusively and regularly for business. This includes the part of your mortgage/rent cost of floor space, utilities and furnishings for areas where you may actually perform your business and customer reception or meeting areas. You may also deduct expenses for parts of your home used as a daycare facility, or to store inventory you sell in your business, even if you sometimes use those areas for personal purposes as well. Consult the [IRS Web site](#) for details.

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Contracting

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Agenda, will help more aggressively track and monitor the status of each agency’s small business goal achievement.

“This scorecard is intended to increase transparency and accountability in the small business procurement arena,” said Administrator Preston. “Additionally, it will highlight successes that can be shared between agencies and result in additional ways to engage the small business contracting community.”

In late September, OFPP Administrator Denett and SBA Administrator Preston issued a memorandum requiring agencies to review their procurement data and identify any necessary changes to help resolve apparent discrepancies in the Federal Procurement Data System.

The SBA also announced that additional procurement personnel will be hired to help identify government contracting opportunities for small businesses and will work with the Administration’s Integrated Acquisition Environment initiative to more effec-

tively cover the federal buying activities.

“These actions announced today underscore the fact that the SBA is committed to creating an environment where small businesses can enter the federal marketplace as equal competitors,” said Administrator Preston. “This environment is created when agencies reduce contract bundling, consider small businesses as part of their overall procurement strategy, and ensure all agency reporting is accurate and reliable.”

The recertification regulation will be at: <http://www.archives.gov/federal-register/the-federal-register/indexes.html>.



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The U. S. Small Business Administration was created in 1953 to maintain and strengthen the nation's economy by aiding, counseling, assisting, and protecting the interests of small businesses and by helping families and businesses recover from national disasters.

SBA's San Diego District Office is your small business resource for access to capital, counseling services, training, and government contracting opportunities, to help start or grow a small business in San Diego and Imperial counties. Our programs and services are delivered through participating lenders and our resource partners, SCORE: Counselors to America's Small Businesses and Small Business Development Centers.

Newsline is produced by the U. S. Small Business Administration's San Diego District Office. Subscribe to Newsline by registering online at web.sba.gov/list. Look for San Diego News.

Send questions or comments to the Newsline Editor, Gary M. Pacheco, Business Development Specialist, at gary.pacheco@sba.gov.



San Diego District Office Fiscal Year 2007 Activity

October 1, 2006 through November 30, 2006

	Number of Loans	Dollar Amount
7(a) Loans	217	\$26,874,000
504 Loans	31	\$22,160,000
Total	248	\$49,034,000

U.S. Bank, NA	25	\$2,007,500
Wells Fargo Bank, NA	23	\$2,357,500
CDC Small Business Finance Corporation	21	\$16,580,000
Bank of America, NA	20	\$503,500
Capital One, FSB	19	\$895,000
Union Bank of California, NA	18	\$695,000
Business Loan Center, LLC	17	\$544,000
Washington Mutual Bank	12	\$372,500
Citibank, NA	10	\$595,000
California Bank & Trust	7	\$920,000