

Executive Order 13360
Service-Disabled Veteran-Owned Small Businesses
Agency Strategy

INTRODUCTION

The U.S. Nuclear Regulatory Commission (NRC) is a Federal Agency responsible for licensing and regulating commercial nuclear facilities and materials and for conducting research in support of its licensing and regulatory processes. These responsibilities include protection of the public health and safety with regard to nuclear materials and the operation of commercial nuclear power reactors. The NRC is a relatively small agency, with approximately 3,100 employees, nationwide.

Federal statute requires all Federal agencies to establish a Small Business office to assist and support the interests of small businesses. The Office of Small Business and Civil Rights (SBCR) is charged with that responsibility at the NRC. The Small Business Program Manager of the SBCR staff works very closely with the NRC's Division of Contracts to provide maximum opportunity for small, minority, and women-owned businesses to participate in NRC's procurement process. The projected total estimated dollars for procurement of products and services is \$95 million, for Fiscal Year 2005. Generally, the NRC meets or exceeds the majority of its small business goals.

In accordance with Section 2(e) of Executive Order 13360, the NRC has developed a strategy that identifies specific action steps the NRC will take in order to provide increased contracting opportunities for service-disabled veteran owned small businesses and help us accomplish our goals. This strategy will be communicated to all NRC staff with procurement responsibilities over the next several months. The NRC has also designated a senior level agency official who will be responsible for implementation of this strategy.

Implementation Strategy for Executive Order 13360

Agency

U.S. Nuclear Regulatory Commission (NRC)

Designated Senior-Level Official

Jacqueline E. Silber
Deputy Executive Director for Information Services and Administration

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Signature

Agency Strategy

The following action steps have been, or will be taken, in the immediate future to provide opportunities for service-disabled veteran-owned small businesses (SDVOSB) to increase their contracting and subcontracting with the NRC:

- Jacqueline E. Silber, Deputy Executive Director for Information Services and Administration, was designated as the NRC's senior level official responsible for the development and implementation of the agency's strategy for increasing opportunities for SDVOSB.
- The NRC's Executive Director for Operations will issue a statement of support for small business procurement which will emphasize the importance of increasing contracting opportunities for SDVOSB.
- We will organize and host outreach activities to provide opportunities for SDVOSB to meet with and present their corporate capabilities to NRC contracting and program office staff. We are scheduled to host a SDVOSB Procurement Fair at NRC Headquarters in April of 2005. NRC will also participate in local and national SDVOSB events hosted by other Federal agencies and trade associations.
- We will train NRC contracting and program office staff on applicable law and policies relating to contracting with SDVOSB. The first training sessions are scheduled to be held in February of 2005 and will include extensive information on the requirements of Public Law 108-183 and Executive Order 13360. Information on these laws and policies will also be added to applicable courses in the NRC's Acquisition Training Curriculum.
- We will encourage participation by SDVOSB in competitions for award of NRC contracts. In addition to the aforementioned outreach activities, NRC recently placed an advertisement in the Veterans Business Journal stating that the agency is looking for qualified SDVOSB to do business with and requesting that they contact our Office of Small Business and Civil Rights (SBCR).

- NRC contracting staff will seek to identify procurements that could potentially be set aside for SDVOSB in accordance with FAR 19.14.
- When acquiring goods and services using GSA's Federal Supply Schedule, NRC will actively seek to identify qualified SDVOSB and solicit bids from them.
- When conducting market research, NRC will actively seek to identify qualified SDVOSB using available external databases such as the Central Contractor Registration and the VetBiz VIP website.
- Prime contractors will be encouraged to subcontract with SDVOSB and the agency will monitor and evaluate the prime contractors efforts and accomplishments in this regard.
- This strategy will be made publicly available through the NRC's web site and annual progress reports will be provided to SBA.
- This strategy is designed to create an environment within the NRC that encourages the agency's staff with procurement responsibilities to further the SDVOSB procurement goals and achievements. This will be accomplished using the agency's Acquisition Training Curriculum, communications from senior management, and through various activities initiated by SBCR.