



S B E

THE SMALL BUSINESS ENTREPRENEUR

Summer 2006

Director's Corner ▶

OSDBU Hosts Service Disabled Veteran-Owned Small Business Counseling Session



Gail Wegner, Deputy Director, Center for Veterans Enterprise, Department of Veterans Affairs and Gerald Paulsen, President/CEO, Paulsen Productions, Inc., A Veteran-Owned Small Business

In accordance with the Department's strategy for Strengthening Opportunities in Federal Contracting for Service Disabled Veteran-Owned Small Businesses (SDVOSBs), the Office of Small and Disadvantaged Business Utilization (OSDBU) held its annual SDVOSB Counseling Session on August 29, 2006, at Drug Enforcement Administration (DEA) Headquarters. The purpose of the session was to provide SDVOSBs useful information and tips for marketing the Department of Justice (DOJ) for procurement opportunities.

Gail Wegner, Deputy Director, Center for Veterans Enterprise, Department of Veterans Affairs, was the keynote speaker. Gail enlightened the audience, including SDVOSBs, DOJ contracts and programs staff, and large business prime contractors, not only about why we have the SDVOSB set-aside program, but also touted the extraordinary service rendered to the United States by

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veterans with disabilities incurred or aggravated in the line of duty while defending our way of life.

Next, Gerald Paulsen, President and CEO of Paulsen Productions, Inc., a Veteran-Owned Small Business, delivered a presentation titled "Preparing Winning Presentations." Gerald's talk focused on how SDVOSBs should market themselves and their firm's capabilities. His address was well received and everyone in the audience, not just the SDVOSBs, profited from his knowledge and could be seen taking copious notes.

After Gerald's presentation, the OSDBU Director and Small Business Specialists from DOJ's major components gave overviews of missions, small business goals and accomplishments, procurement processes, and planned procurements. The speakers also encouraged the SDVOSBs to review the new Forecast of Contracting Opportunities at www.usdoj.gov/jmd/osdbu as soon as it is published, which will be on or about October 1, 2006. This will help SDVOSBs to identify planned procurements that are within their capabilities and to take action to have the requirements set aside for them. Attendees were also encouraged to stay on top of the synopses posted on the Federal Business Opportunities Website (www.fbo.gov), and were reminded to make sure they "answer the mail"—give us what we ask for—when responding to Sources Sought Synopses and Requests for Information (RFIs). About midway through these presentations, the audience participated in a networking session which afforded SDVOSBs the opportunity to network with DOJ components, large business prime contractors, and each other for possible teaming arrangements.

Over 50 SDVOSBs were represented and, judging by the feedback received on evaluation forms, the session met their expectations. The attendees encouraged DOJ to continue having such sessions in the future. You may view DOJ's strategy for strengthening opportunities in Federal contracting for SDVOSBs on page 3 of this newsletter.

Small Business ▶ Success Story

Progressive Technologies Management Inc.

A Service-Disabled Veteran-Owned Small Business

The success story of Progressive Technologies Management (PTM) Incorporated of Berryville, Virginia, began with the graduation of its founder, Tom Caldwell, from the Department of Veterans Affairs' Vocational Rehabilitation Program and his entry into the information technology (IT) services arena. Mr. Caldwell, a U.S. Navy veteran with a background in intelligence operations, has guided his company through successful engagements with the U.S. Coast Guard, U.S. Army, and U.S. Department of Housing and Urban Development. He is now working on a project with the U.S. Drug Enforcement Administration (DEA).

While the PTM team has an impressive array of IT skills including those related to database technologies, network engineering, and information security, its most notable area of expertise is the development of web-based information and reporting applications. Acknowledged experts in the deployment of performance management and business intelligence applications, enterprise portals, and reporting systems, they most often use Commercial Off-the-Shelf (COTS) technologies, including Cognos, to expedite delivery to their customers. Certified as a Cognos Corporation partner company for services and software sales, PTM has built upon its impressive subcontracting resume to earn three Federal prime contracts.

"What good is all this data we collect if we can't get to it easily and make timely decisions?" Caldwell asks. "Turning mere data into useful information and solving the problems of sharing that information are critical. We remain committed to helping overcome these challenges."



Throughout its ongoing relationship with DEA, which began in 2004, PTM has used its hands-on technical experience to energize DEA's Enterprise Architecture efforts. PTM plays a pivotal role in DEA's efforts toward data and application standardization, as well as supporting the "One DOJ" information-sharing initiative.

Congratulations to PTM, another successful small business! We invite you to visit their website at www.ptmsolutions.com.

Vendor Counseling/ Outreach Events ▶

Outreach At Its Best!



The DOJ/OSDBU hosts monthly Vendor Monthly Counseling Sessions. These sessions allow small businesses an opportunity to meet the Department's various Small Business Specialists to discuss procurement opportunities and doing business with the government.

The sessions are held on the 3rd Tuesday of each month unless otherwise specified and are held at National Place Building(TheShops), 1331 Pennsylvania Avenue NW, Room

1160-A, Washington, DC. Small business representatives are welcomed to schedule 15-minute appointments with any of the Small Business Specialists, who are listed on page 8. To schedule an appointment, contact the OSDBU staff on 1-800-345-3712. Appointments will be made on a first-come first-served basis. Scheduling begins noon EST/EDT on the first work day of each month.

In addition, the OSDBU holds targeted outreach sessions for specific socioeconomic groups. The next targeted vendor outreach session will be for the 8(a) community on November 7, 2006. 8(a) firms registered in the Central Contractor Registration (CCR) will receive more details on this session at a later date.

Department of Justice's Strategy to Implement Executive Order 13360: ▶

Strengthening Opportunities in Federal Contracting for Service Disabled Veteran Businesses



On October 21, 2004, President George W. Bush signed Executive Order 13360 to strengthen opportunities in Federal contracting for Service-Disabled Veteran



Businesses (SDVBs). The term "Service-Disabled Veteran Business" refers to a small business concern owned and controlled by a service-disabled veteran, as defined in section 3(q) of the Small Business Act (15 U.S.C. 632(q)).

In accordance with the Executive Order, Section 2 (a), DOJ's strategy to implement the SDVB Executive Order is documented below.

Designated Senior-level Official: Assistant Attorney General for Administration

Strategy: The following actions have been taken or will be taken to provide opportunities for SDVBs to significantly increase their contracting and subcontracting opportunities with DOJ:

- The Assistant Attorney General for Administration is the senior level official responsible for development and implementation of DOJ's strategy.
- By May 31, 2005, the strategy will be made publicly available on the website of DOJ's Office of Small and Disadvantaged Business Utilization (OSDBU).
- Because fiscal year 2005 performance plans for DOJ's senior managers were already in place when this strategy was developed, beginning in fiscal year 2006, implementation of DOJ's strategy and achievements in furthering the strategy will be included as significant elements in the performance plans of the designated senior-level official; the Deputy Assistant Attorney General for Policy; Management and Planning; the Chief Acquisition Officer; and the Director, OSDBU.
- DOJ will continue to participate in small business counseling sessions sponsored by other Agencies/ Departments and trade associations for the benefit of SDVBs to enhance awareness of DOJ's prime and subcontracting opportunities. In addition, beginning in

fiscal year 2005, DOJ's OSDBU will hold an annual small business outreach session for the exclusive benefit of SDVBs.

- Starting in fiscal year 2005, DOJ's OSDBU will specifically address applicable laws and policies relating to participation of SDVBs in Federal contracting when providing small business training to DOJ contracts and program staffs.
- By May 31, 2005, DOJ will issue guidance to its contracting officers on identifying SDVBs capable of meeting DOJ requirements when conducting market research, and when appropriate, set such requirements aside for SDVB's.
- Beginning in fiscal year 2005, OSDBU will work with DOJ's Bureaus to identify specific requirements that can be set aside for SDVBs.
- When developing its forecast of contracting opportunities for fiscal year 2006, DOJ will identify specific requirements set aside for SDVBs.
- DOJ will promote SDVB participation in its subcontracting program by continuing to make the subcontracting plan part of the evaluation criteria on major projects.
- Beginning in FY 2005, DOJ will pay particular attention to SDVB subcontracting goals included in prime contractors' proposed subcontracting plans to make sure the plans comply with the three percent statutory goal. In addition, DOJ's OSDBU will identify prime contractors not meeting the SDVB subcontracting goal and send them letters requesting that they identify their corrective action plans and offering them OSDBU's assistance in identifying potential SDVB subcontractors.



- In award fee contracts awarded after September 30, 2005, DOJ will consider setting aside a portion of the award fee for meeting SDVB subcontracting goals as well as meeting other small business subcontracting goals.
- To increase outreach to SDVBs, DOJ's OSDBU will link its website to the websites of the Department of Veterans Affairs' Center for Veterans Enterprise (www.vebiz.gov); the Association for Service Disabled Veterans (www.asdv.org); and SBA's Office of Government Contracting (www.sba.gov/GC) in fiscal year 2006.
- Beginning in fiscal year 2006, DOJ's OSDBU will recognize outstanding SDVBs as well as prime contractors that have done a commendable job subcontracting with SDVBs during its small business awards ceremonies.

Figure 2:

FY 2006/2007 Prime and Subcontracting Goals

Figure 3:

FY 2006 Prime Contracting Goals and Accomplishments as of June 2006

Figure 4:

FY 2003 Subcontracting Goals and Accomplishments

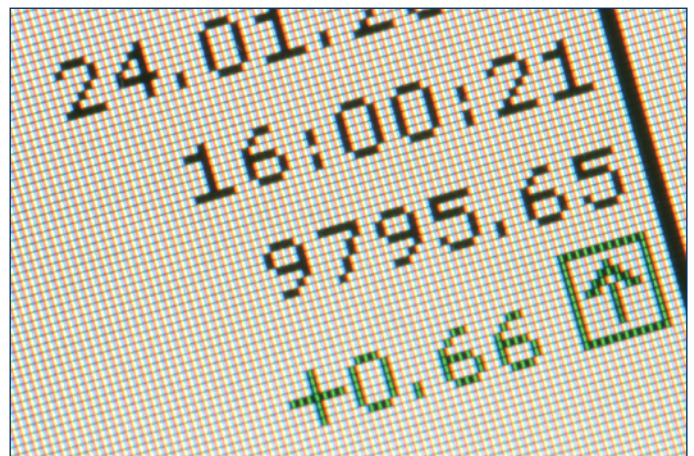
(Figures located on pages 6 & 7)

DOJ's Small Business Goals and Accomplishments ▶

The DOJ OSDBU establishes and monitors goals for the participation of small businesses within Justice Department acquisitions. In order to assist the bureaus in achieving their established goals, the OSDBU maintains resource information and provides technical advice and assistance to the contracting staffs as needed. DOJ OSDBU Small Business goals and accomplishments are reflected in figures below.

Figure 1:

FY 2005 Prime Contracting Goals and Accomplishments





DOJ OSDBU Small Business Goals and Accomplishments ▶

Figure 1 ▶

FY 2005 Prime Contracting Goals and Accomplishments

Category	Prime Goals* ¹	Actual* ²
Small Business	31.5%	34.6%
8(a)	3.7%	2.2%
Small Disadvantaged	12.0%	3.0%
Woman-Owned	5.0%	6.4%
HUBZone	3.0%	1.2%
SDVOSB	3.0%	0.8%

*¹ Goals for each category are equal to the average of actual accomplishments over the prior three fiscal years or the statutory goal, whichever is HIGHER.

*² FY 2005 Actuals were not yet final at the time of publication.

Figure 2 ▶

FY 2006/2007 Prime and Subcontracting Goals

Category	Prime Goals	Subcontracting Goals
Small Business	32.4%	42.5%
8(a)	3.0%	N/A
Small Disadvantaged	5.5%	5.7%
Woman-Owned	5.0%	5.7%
HUBZone	3.0%	3.0%
SDVOSB	3.0%	3.0%



DOJ OSDBU Small Business Goals and Accomplishments Cont. ▶

Figure 3 ▶

FY 2006 Prime Contracting Accomplishments (as of June 2006)

Category	FY 2006 Goal	FY 2006 Actuals	FY 2005 Actuals
Small Business	32.4%	35.8%	34.6%
8(a)	3.0%	4.2%	2.2%
Small Disadvantaged	5.5%	4.2%	3.0%
Woman-Owned	5.0%	5.6%	6.4%
HUBZone	3.0%	2.0%	1.2%
SDVOSB	3.0%	1.7%	0.8%

Figure 4 ▶

FY 2003 Subcontracting Goals and Accomplishments*

Category	Goal	Actual
Small Business	40%	40.3%
Small Disadvantaged	5%	4.5%
Woman-Owned	5%	5.9%
HUBZone	3%	3.5%
SDVOSB	3%	.004%

* At the time of publication, subcontracting accomplishments for FY 2004 and FY 2005 were still being finalized in the federal government's new Electronic Subcontract Reporting System (eSRS).



U.S. Department of Justice Small Business Specialists ▶

BUREAU	SMALL BUSINESS SPECIALIST	ADDRESS	CONTACT INFORMATION
Bureau of Alcohol, Tobacco, Firearms & Explosives	Vacant	650 Massachusetts Ave, NW Room 3420 Washington, DC 20006	In the interim, please contact Romona Glover (202) 616-0521 Office (202) 616-1717 Fax romona.m.johnsonglover@usdoj.gov
Bureau of Prisons	Pratap Das	320 First Street, NW Room 5006 Washington, DC 20530	(202) 307-0895 Office (202) 307-1146 Fax pratap.k.das@usdoj.gov
Federal Bureau of Investigation	JoAnn Casteel	935 Pennsylvania Ave, NW Room 10254 Washington, DC 20535	(202) 324-8340 Office (202) 324-1172 Fax joann.casteel@ic.fbi.gov
Federal Prison Industries/ UNICOR	Sharon Carter	400 First Street, NW 7 th Floor Washington, DC 20534	(202) 305-7306 Office (202) 305-7365 Fax scarter@central.unicor.gov
Drug Enforcement Administration	Yolanda Tillman	600 Army Drive Room 850K Arlington, VA 22202	(202) 307-7150 Office (202) 307-7542 Fax yolanda.t.tillman@usdoj.gov
Justice Management Division	Ken Freeman	1331 Pennsylvania Ave, NW Suite 1000 Washington, DC 20530	(202) 307-1971 Office (202) 307-1931 Fax kenneth.h.freeman@usdoj.gov
Office of the Inspector General	Laura Wohlford	1425 New York Ave, NW Room 7000 Washington, DC 20005	(202) 616-3474 Office (202) 616-4532 Fax laura.wohlford@usdoj.gov
Office of the Federal Detention Trustee	Connie Bare	1331 Pennsylvania, NW Suite 1210 Washington, DC 20530	(202) 353-4601 Office (202) 353-4611 Fax connie.bare@usdoj.gov
Office of Justice Programs	Raymond German	810 7 th Street, NW 12 th Floor Washington, DC 20531	(202) 307-0613 Office (202) 307-0086 Fax raymond.german@usdoj.gov
U.S. Marshals Service	Elizabeth Howard	Business Services Division Suite 932, CS3 Washington, DC 20530-1000	(202) 307-9349 Office (202) 307-9695 Fax elizabeth.howard@usdoj.gov