

## **MEMORANDUM OF AGREEMENT (MOA):**

### ***General Services Administration and Elite SDVOB Network***

**BACKGROUND:** Executive Order 13360, signed October 20, 2004, directs agencies to more effectively implement section 15(g) of the Small Business Act (15 U.S.C. 644g) which provides that the President must establish a goal of not less than 3 percent for participation by service-disabled veteran owned small businesses (SDVOSB) in Federal contracting, and section 36 of that Act (15 U.S.C. 657f) which gives agency contracting officers the authority to reserve certain procurements for SDVOSBs. Section 2 (e) of the Order requires the agency strategy to include plans for, among other things, encouraging and facilitating participation by SDVOSBs, training agency personnel on applicable law and policies relating to participation by SDVOSBs in Federal contracting; and disseminating information to SDVOSBs that would assist these businesses in participating in awards of agency contracts. The General Service Administration (GSA) has developed a strategic plan consistent with this direction and is implementing an action plan to meet the contracting goals of the statute and executive order.

The Elite SDVOB Network (The Elite) is an organization representing various service disabled veteran owned businesses and small businesses in State Chapters throughout the United States and includes in its mission advocacy and support for SDVOSB seeking assistance to succeed in small business. Through its extensive contacts with this constituency, The Elite is positioned to effectively disseminate information and opportunities in Federal contracting.

**PURPOSE:** GSA and The Elite share the objective of increasing participation by SDVOSBs in Federal contracting and in meeting statutory contracting goals established by law and executive order. To achieve this objective GSA and The Elite agree that SDVOSB information, capabilities, opportunities and training must be effectively disseminated.

**AGREEMENT:** In order to achieve increased participation by SDVOSBs in federal contracting, GSA and The Elite agree to use their best efforts to increase public and internal awareness of SDVOSB capabilities, provide appropriate training to both Federal contracting staff and service-disabled veteran business and expand dissemination of information concerning contracting with service-disabled veteran businesses.

1. GSA agrees to encourage its contracting officers to consider the agency's SDVOSB contracting goals during the acquisition planning process.
2. GSA agrees to consider SDVOSBs for selected multiple award schedule buys.
3. GSA agrees to identify and capitalize on best practices for SDVOSB outreach.
4. GSA agrees to provide SDVOSB training to its contracting staff, i.e., ensure that its contracting officers are current in their understanding of the applicable laws and policies regarding participation of SDVOSBs in Federal procurement.

5. GSA agrees to highlight all publicly available workshops concerning its contracts and programs with the objective of ensuring the widest dissemination of this information to the SDVOSB community.
6. The Elite agrees to serve as an information dissemination agent and in that capacity will use its resources and affiliates to ensure the widest possible dissemination of information to SDVOSBs.
7. The Elite will periodically advise GSA of issues pertaining to its constituency that may assist GSA in implementing its strategy regarding participation by SDVOSBs in Federal contracting.
8. The Elite will advise GSA of SDVOSB events, workshops and conference which may offer the opportunity for GSA to conduct further outreach.
9. The Elite will use its best efforts to encourage SDVOSBs to obtain GSA contracts.
10. The Elite and GSA agree to meet quarterly to discuss matters under this MOA.

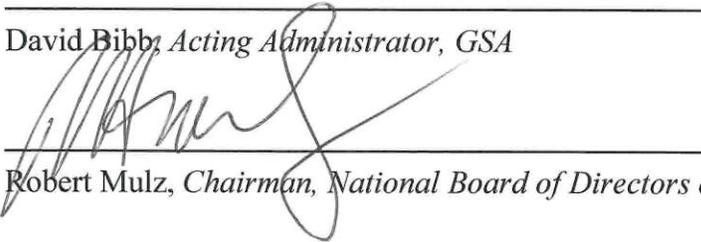
This Memorandum will take effect upon execution and will remain in effect until cancellation by either party. This Memorandum is not intended to, and does not create any right or benefit, substantive or procedural, enforceable at law or in equity by any party against the United States, its department and agencies, its officers, employees or agents, or any person. This MOA does not involve any appropriated funds.

#### **SIGNATURES**



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David Bibb, *Acting Administrator, GSA*



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Robert Mulz, *Chairman, National Board of Directors of the Elite SDVOB Network*