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MEMORANDUM FOR HEADS OF SERVICES AND STAFF OFFICES  
REGIONAL ADMINISTRATORS  
REGIONAL COMMISSIONERS

FROM: JIYOUNG C. PARK  
ASSOCIATE ADMINISTRATOR (E)

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SUBJECT: Fiscal Year 2012-2013 Final Small Business Program Goals

The General Services Administration (GSA) is committed to small businesses and is innovative in how we create contracting opportunities for them, from our Mentor-Protégé program to the encouragement of teaming and joint ventures. We have a lot to be proud of in our contributions to help small businesses participate in Federal procurement. The Small Business Administration (SBA) Small Business Procurement Scorecard, mandated by law, is the most visible measure of our success with this.

SBA has completed the FY 2012-2013 goal-setting and negotiation process with agencies. GSA's final agency-wide prime contracting and subcontracting goals are:

FY 2012-2013 Small Business Goals		
	Prime Contracting	Subcontracting
Small Business	30.0%	25.0%
Small Disadvantaged Business (SDB)	5.0%	5.0%
Women-owned Small Business (WOSB)	5.0%	5.0%
HUBZone Small Business	3.0%	3.0%
Service Disabled Veteran-owned Small Business (SDVOSB)	3.0%	3.0%
Veteran-owned Small Business (VOSB)	N/A	3.0%

Although SBA assigned GSA a subcontracting goal of 25%, a higher internal subcontracting goal of 30% has been established, which applies to all Regions and National Office. Subcontracting achievements are now included in the annual agency-wide Small Business Procurement Scorecard, increasing transparency of that data government-wide. This provides an opportunity for GSA to receive credit for all the great work we're doing with small business at the subcontracting level. To assist the acquisition workforce in understanding and implementing subcontracting policies, OSBU has developed a comprehensive subcontracting desk guide available at <http://insite.gsa.gov/sbacquisitiontopics>.

Please note that Regional and National Office prime and subcontracting subcategory goals are set at the government-wide statutory levels (SDB, WOSB, HUBZone, SDVOSB). In addition, although goals are multi-year, encompassing both FY 2012 and FY 2013, there will be an opportunity to make adjustments to FY 2013 goals if necessary.

Thank you for submitting practical and achievable proposed FY 2012-2013 Small Business Program goals for your Region or National Office. Approved Regional and National Office prime contracting goals are attached. This year we encouraged using a fact-based approach when establishing goals, basing goal proposals on both past performance and future procurement projections. We applaud your efforts to maximize opportunities, particularly in light of the challenge budget uncertainties presented in projecting prime contract dollars to small business.

The following tools are available to assist you in monitoring goal achievement throughout the year:

- OSBU's GSA InSite page, where monthly progress reports are posted: <http://insite.gsa.gov/smallbizgoals>
- GSA's Small Business Dashboard (Beta site), where GSA's progress is updated daily and can be viewed by Region, industry, contract type and more: <http://fedview.bfountain.com/gsa> (User Id: GSAAgency Password: gsaagency)
- Daily GSA and government-wide progress: <http://smallbusiness.data.gov>

We are confident in GSA's commitment to small business and ability to deliver creative solutions to exceed our goals. Thank you for your continued commitment and support. Should you have any questions or require further information, please contact Nadine McCoy at (202) 208-4012 or at [nadine.mccoy.gsa.gov](mailto:nadine.mccoy.gsa.gov).

Attachment