

## FROM THE DIRECTOR



On behalf of the OSDBU, I hope you had a safe holiday season and wish you the best in 2021. While there are challenges ahead, the future looks bright for small businesses at the DOE. I'm pleased to report that preliminary Fiscal Year 2020 small business goaling numbers look promising, and the Department is on track to earn a sixth straight "A" grade from the Small Business Administration (SBA).

The OSDBU has implemented some organizational changes to improve the efficacy in advocating for small business concerns. It's a pleasure to introduce Tamara Miles as our new Deputy Director for Small Business Programs. I'm also happy to share that the Sandia National Laboratories welcomed three new Proteges to the Mentor Protégé Program. This will help foster long-term business relationships with small businesses and DOE prime contractors.

Recently, a wide range of small business virtual events were held throughout the DOE. The OSDBU co-hosted a Fall 2020 DOE Virtual Small Business Outreach Event on November 10th, and the OSDBU Principal Deputy Director, Paul Ross, delivered a "Best Practices" presentation to the Small Business Procurement Advisory Council (SBPAC) on December 15th.

Other important activities included updates to small business guidance in the DOE Acquisition Guide to increase consistency and efficiency in small business reviews. This was a collaborative effort with the Office of Acquisition Management and Small Business Program Managers.

Thank you for advocating for the utilization of small businesses to help advance the DOE's missions. The OSDBU looks forward to seeing you at the DOE Summer 2021 New Mexico Small Business Expo.



Charlie Smith, Director  
Office of Small and Disadvantaged Business Utilization  
U.S. Department of Energy



SDB



WOSB



SDVOSB



HUBZone

## DIRECTOR'S SPOTLIGHT:

Preliminary FY 2020 small business data indicates that the Department is on track for another successful year. The DOE is projected to spend over \$7 billion dollars on small businesses for the second straight year.

The Agency continues to make progress in the SBA-graded socio-economic categories. In particular, current FY 2020 projections show that the DOE will spend more with Small and Disadvantaged Businesses (SDBs) and Women-Owned Small Business (WOSBs) than in FY 2019. While it appears spending with Service-Disabled Veteran-Owned Small Businesses (SDVOSBs) and HUBZone Small Businesses will show a slight dip from FY 2019, the DOE continues to focus on improving in these two categories as well.

For these small business and socio-economic contracting achievements, the DOE anticipates earning a sixth straight "A" grade from the SBA. Thanks to all small businesses working with the Department as well as DOE stakeholders who advocate for small businesses. The DOE remains focused on maximizing the utilization of small and socio-economically disadvantaged businesses to help advance the Agency's missions.

## OSDBU ORGANIZATIONAL CHANGES

The OSDBU is pleased to share these senior personnel announcements:



Tamara Miles is the new Deputy Director for Small Business Programs. Tamara has a heart for small business concerns and will be responsible for making it easier for small business to do business with the DOE and for maximizing DOE small business opportunities and contract awards. She brings over 20 years of government procurement experience to the position.

Prior to joining the OSDBU, Tamara served as the Assistant Director and Procurement Director at the DOE Environmental Management Consolidated Business Center leading a team of over 40 geographically dispersed contracting professionals in the acquisition and management of multi-billion-dollar environmental clean-up contracts nationwide.

Tamara is Level III certified under the Federal Acquisition Certification Program in Contracting and attended the University of Cincinnati for undergraduate and graduate studies earning a Bachelor of Business Administration degree with honors in Finance and a Master of Business Administration degree. She is married to a veteran of the U.S. Air Force and they have three children.

Paul Ross has been named the Principal Deputy Director for the OSDBU. In this new role, Paul will develop strategies to advance the Agency's small business compliance within the DOE complex, while also coordinating with external stakeholders. Previously, Paul served as the OSDBU's Deputy Director for Small Business Programs.

Camille George, formerly the OSDBU's Chief Business Officer, has been named the Deputy Director for Corporate Resource Management for the OSDBU. Camille is responsible for the strategic planning and resource management for the OSDBU's program execution, human resources, budget, financial management, acquisitions, and administrative operations.

## DOE ACQUISITION GUIDE UPDATES

Recently, two important updates were made to help streamline the small business review process:

The [DOE Acquisition Guide, Chapter 19 – Small Business Programs](#) was recently updated to reflect the following changes:

- Added roles and responsibilities of small business stakeholders
- Included information on the consideration of small business concerns during acquisition planning
- Updated the DOE F 4220.2 Small Business Review Form (see below)
- Deleted the Advance Planning Acquisition Team (APAT) requirement. Until an alternative review process to the APAT is approved, requirements above \$100M will be reviewed the same as those above \$3M not otherwise set-aside for small business

Chapter 19 highlights the authority and regulations that support the DOE F 4220.2 and those that govern the Small Business Program.

Thank you to the Office of Acquisition Management and Small Business Program Managers for your help with these updates.

The [Small Business Review Form \(DOE F 4220.2\)](#) was revised in December 2020. Updates include making the general instructions clearer and simplifying the form to reflect the proposed acquisition strategy and subcontracting plan information. The updated DOE F 4220.2 has been approved and is effective immediately.

As of January 1, 2021, the previous DOE F 4220.2 (dated 7/2019) will no longer be accepted. Please ensure your contracting officers are aware of the new form and refer to the DOE Acquisition Guide, Chapter 19 – Small Business Programs (FY2021 Version 1), for regulations on usage and non-usage (exceptions).

If you have any questions, please contact Nicola Ohaegbu at [nicola.ohaegbu@hq.doe.gov](mailto:nicola.ohaegbu@hq.doe.gov), (202) 820-0095.

## DOE FALL VIRTUAL BUSINESS OUTREACH EVENT



On November 10th, 2020, the OSDBU co-sponsored the Fall 2020 DOE Virtual Small Business Outreach Event. Approximately 1,700 people registered for this two-hour event, which included opening remarks from OSDBU Director Charlie Smith as well as presentations from a selection of SBPMs on small business opportunities and steps to success. The event concluded with an open forum for questions and answers.

Cassandra McGee Stuart, Manager of Small Business Programs for the Oak Ridge National Laboratory (ORNL), discussed opportunities at ORNL and tips for small businesses. The Office of Energy Efficiency and Renewable Energy (EERE) was represented by Small Business Program Manager Lani MacRae, who highlighted opportunities at EERE. Rexann

Dunn, Small Business Program Manager at the National Renewable Energy Laboratory (NREL), shared information about doing business with NREL. The Office of Science, Consolidated Service Center (CSC) was represented by Small Business Program Manager DeWillican (De) Middleton, who spoke about upcoming procurement opportunities.

Thanks to the SBPMs noted above for their presentations and to everyone who helped make this event a great success!

## U.S. PAN ASIAN AMERICAN CHAMBER OF COMMERCE CELEBRATES DOE PARTNERSHIP

The [U.S. Pan Asian American Chamber of Commerce \(USPAACC\)](#) held a virtual event on December 8th, 2020, commemorating its 35th anniversary. The agenda included a tribute to a selection of OSDBU Directors across the federal government, including DOE OSDBU Director Charlie Smith. Director Smith provided remarks highlighting the DOE's partnership with the USPAACC to help Pan Asian American and minority businesses pursue contracting opportunities with the Department.

"The education, training, and networking opportunities you provide to support Pan Asian American and other small and diverse businesses has been invaluable to helping advance our own mission of making it easier for small businesses to do business with the Department of Energy," Director Smith stated.

## DOE SHARES BEST PRACTICES WITH SMALL BUSINESS PROCUREMENT ADVISORY COUNCIL

OSDBU Principal Deputy Director, Paul Ross, gave a presentation at the Small Business Procurement Advisory Council (SBPAC) meeting on December 15th, 2020. The SBA holds this monthly meeting for OSDBU directors of all federal agencies to share best practices and updates on new regulations and initiatives. The presentation focused on the DOE's best practices in government contracting. These best practices are guided by the Strategic Objectives of the DOE Small Business Strategic Vision: 1) Making it easier for small businesses to do business with the DOE, 2) Maximizing small business opportunities by cultivating more productive relationships with internal stakeholders, and 3) Maximizing small business awards and improving socio-economic category performance.

An important best practice for the first Strategic Objective included the Forecast Improvement Working Group's efforts to improve the quality and utility of DOE's acquisition forecasts for the small business community. For the second Strategic Objective, the presentation highlighted the best practice of the OSDBU providing monthly training and legislative updates to Small Business Program Managers. An important best practice for the third Strategic Objective included the OSDBU's targeted outreach to underrepresented small businesses to improve the Agency's socio-economic performance.

The presentation also covered efforts that make the DOE OSDBU's work distinct from other agencies, such as the Department's Small Business Innovation Research (SBIR) and Small Business Technology Transfer (STTR) grants and the DOE Mentor Protégé Program (MPP). The DOE MPP operates separately from the SBA's Mentor Protégé Program (All Small MPP) and develops long-term business relationships between small businesses and DOE prime contractors.

## NOTES FROM THE FIELD: SANDIA NATIONAL LABORATORIES

Sandia National Laboratories (SNL) has selected three companies as the first protégés in its new partnership program to help small businesses develop and build solid foundations when competing for federal and industry opportunities.

“Sandia was looking for small businesses that wanted to grow and learn, and we believe we’ve found three great partners,” said Sandia Small Business Program Manager Paul Sedillo. “These companies will receive access to experts from across Sandia’s 14,000-plus workforce.”

The new protégés in the Sandia Mentor Protégé Program include a woman-owned and two veteran-owned small businesses who hail from three states. The mentor-protégé agreements will be for two years, with the option of an additional year.

Sandia experts will lead sessions with the businesses beginning this month that will focus on specific development needs as requested by the protégés to help build their businesses, said Royina Lopez, Sandia’s Mentor-Protégé Program lead. “We are thrilled to collaborate with these small business protégés, providing opportunities and resources to take them to the next level.”

“Sandia plans to continue this program for future years, allowing for additional opportunities,” Sedillo said. “Sandia has a lot to offer in helping small businesses grow, particularly in these difficult times.”

Thanks to **Royina Lopez** and **Paul Sedillo** of SNL for sharing these developments.

### MARK YOUR CALENDARS

**SBPMs** – we need you to help grow the capable, qualified, small business supply chain in support of DOE missions.

Please find upcoming events below which will provide information on doing business with DOE and upcoming opportunities. Moving forward, OSDBU is looking to partner with DOE program offices, sites, and laboratories to host virtual small business Industry Days specific to your procurement needs.

If you’d like to do a virtual event to help you engage with small businesses, please contact Anita Anderson at [Anita.Anderson@hq.doe.gov](mailto:Anita.Anderson@hq.doe.gov). Thank you for your participation and check the [Small Business Events Calendar](#) on OSDBU’s website for the latest event information.

#### January 21, 2021:

Los Alamos National Laboratory (LANL) Virtual Subcontractor Forum

#### February 9, 2021:

[Sandia National Laboratories & the U.S. Department of Energy \(DOE\) Construction Opportunities](#)

If you are a SBPM, and would like to share a small business contracting success story at your site, or have a suggestion for inclusion in this newsletter, please email your submissions to Darren Lurie at [darren.lurie@hq.doe.gov](mailto:darren.lurie@hq.doe.gov).



(202) 586-7377

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The OSDBU maximizes contract opportunities for small businesses while advancing the Agency’s missions.