

**APPENDIX C
SMALL BUSINESS PARTICIPATION
ADJECTIVAL SCALE**

The element of Small Business Participation will be evaluated in accordance with the following. Apply the adjectival rating for the definition that most closely meets the evaluation conclusion.

<u>ADJECTIVAL</u>	<u>DEFINITION AND CRITERIA</u>
Excellent	Proposal includes a substantial portion of the work, in terms of dollar value (more than 20%) and complexity, to be performed in the Small Business (SB), Veteran-Owned Small Business (VOSB), Service-Disabled Veteran-Owned Small Business (SDVOSB), HUBZone Small Business (HUBZone SB), Small Disadvantaged Business (SDB), Women-Owned Small Business (WOSB), and Historically Black Colleges and University/Minority Institution (HBCU/MI) sector by the prime (if so qualified) and/or as subcontractors or team members. Offeror has substantive evidence suggesting prior achievement of subcontracting plans or policy goals. Based on the proposal and past performance history, the offeror's proposed goals and/or actions are substantial and are considered very realistic (very low risk). There is substantive evidence indicating past compliance with the requirements of FAR 52.219-8 and FAR 52.219-9.
Good	Proposal includes a significant portion of the work in terms of dollar value (more than 15%) to be performed in the Small Business (SB), Veteran-Owned Small Business (VOSB), Service-Disabled Veteran-Owned Small Business (SDVOSB), HUBZone Small Business (HUBZone SB), Small Disadvantaged Business (SDB), Women-Owned Small Business (WOSB), and Historically Black Colleges and University/Minority Institution (HBCU/MI) sector by the prime (if so qualified) and/or as subcontractors or team members. Offeror has evidence suggesting prior achievement of most subcontracting plan or policy goals. Based on the offeror's proposal and past performance history, the offeror's proposed goals and/or actions are significant and are considered realistic (low risk). There is significant substantive evidence indicating past compliance with the requirements of FAR 52.219-8 and FAR 52.219-9.
Adequate	Proposal includes a reasonable portion of the work in terms of dollar value (more than 10%) or complexity to be performed in the Small Business (SB), Veteran-Owned Small Business (VOSB), Service-Disabled Veteran-Owned Small Business (SDVOSB), HUBZone Small Business (HUBZone SB), Small Disadvantaged Business (SDB), Women-Owned Small Business (WOSB), and Historically Black Colleges and University/Minority Institution (HBCU/MI) sector by the prime (if so qualified) and/or as subcontractors or team members. Offeror has evidence suggesting prior achievement of some subcontracting plan or policy goals. Based on the offeror's proposal and past performance history, the offeror's proposed goals and/or actions are adequate and could be met if the offeror focuses

attention on them (moderate risk). There is reasonable substantive evidence indicating past compliance with the requirements of FAR 52.219-8 and FAR 52.219-9.

Marginal

Proposal includes a minimal portion of the work in terms of dollar value (less than 10%) and complexity to be performed in the Small Business (SB), Veteran-Owned Small Business (VOSB), Service-Disabled Veteran-Owned Small Business (SDVOSB), HUBZone Small Business (HUBZone SB), Small Disadvantaged Business (SDB), Women-Owned Small Business (WOSB), and Historically Black Colleges and University/Minority Institution (HBCU/MI) sector by the prime (if so qualified) and/or as subcontractors or team members. Based on the offeror's proposal and/or past performance history, there is little likelihood that more than a minimal portion of the work will be performed in this sector. (High risk) There is minimal substantive evidence indicating past compliance with the requirements of FAR 52.219-8 and FAR 52.219-9.

Poor

Offeror demonstrates little or no commitment to using SBs, VOSBs, SDVOSBs, HUBZone SBs, SDBs, WOSBs and HBCU/MIs. There is no evidence that the offeror met his prior goals and/or shows no serious commitment and did not provide adequate justification for not doing so. Based on the proposal and/or past performance history, there is negligible likelihood that anything other than a token portion of the work will be performed in this sector. (Very high risk) There is little or no substantive evidence indicating past compliance with the requirements of FAR 52.219-8 and 52.219-9.

Neutral

Foreign firm (offeror) has held no past Government contract(s) subject to FAR 52.219-8 or 52.219-9. Foreign firm (offeror) indicates no opportunity for using SBs, SDBs, HUBZone SBs, SDBs, WOSBs and HBCU/MIs as all contract work will be performed completely outside the United States or no meaningful subcontract opportunities exist.

* Offerors are required to address two areas in their SB Participation response: (1) "Proposed" SB usage in performance of the potential contract, and (2) "Past" usage of SBs in contract performance. The Government will evaluate both areas to develop one overall rating.

Section L – SMALL BUSINESS PARTICIPATION WORKSHEET

Proposal Submission

All offerors, both Small and Large Business, are required to submit Small Business Participation Proposals as follows:

Offeror's Name _____

Company Size: _____ **Small Business (SB),** _____ **Large Business (LB)**

Company Status: (IF):
_____ **SB,**
_____ **Historically Underutilized Business Zone Small Business (HUBZone SB),**
_____ **Small Disadvantaged Business (SDB),**
_____ **Woman-Owned Small Business (WOSB),**
_____ **Historically Black College and University/Minority Institution (HBCU/MI),**
_____ **Veteran-owned Small Business (VOSB),**
_____ **Service-Disabled Veteran-Owned Small Business (SDVOSB)**

Total estimated value of proposed contract:
\$ _____

Total estimated value of subcontracts:
\$ _____

Dollar value of subcontracts planned for all: SBs:
\$ _____

Company name(s)

HUBZone SBs:
\$ _____

Company name(s)

SDBs:
\$ _____

Company name(s)

WOSBs:

\$ _____

Company name(s)

HBCU/MIs:

\$ _____

**Institution
name(s)**

VOSBs:

\$ _____

SDVOSBs:

\$ _____

Percentages of contract value subcontracted for all:

SB: % _____

HUBZone SB: % _____

SDB: % _____

WOSB: % _____

HBCU/MI: % _____

VOSB: % _____

SDVOSB: % _____

For SBs, VOSBs, SDVOSBs, HUBZone SBs, SDBs, or WOSBs – Offeror’s percentage of contract value you will perform at the prime contract level:

 % _____

Principle supplies/services to be subcontracted to:

SB:

HUBZone SB:

SDB:

WOSB:

HBCU/MI:

VOSB:

SDVOSB:

Principle supplies/services you will be providing at the prime contractor level (in house):

During the past three calendar years, provide the following:

Description of your methods employed to promote the use of:

SBs, VOSBs, SDVOSBs, HUBZone SBs, SDBs, WOSBs, and HBCU/MI's

Description of the internal methods used to monitor your utilization of the above (database mgmt, reports, etc.):

IF OFFEROR IS A LARGE BUSINESS, AN ADDITIONAL EVALUATION OF PAST PERFORMANCE OVER THE PAST THREE CALENDAR YEARS IN COMPLYING WITH THE REQUIREMENTS OF FAR 52.219-9, SMALL BUSINESS SUBCONTRACTING PLAN, WILL BE MADE. INCLUDE DOCUMENTATION OF ACCOMPLISHMENTS AGAINST GOALS ESTABLISHED UNDER SUBCONTRACTING PLANS OF PRIOR CONTRACTS.
