

# Department of State

## FY2018 Small Business Procurement Scorecard

A
116.74%

FPDS-NG Prime Contracting Data as of Mar. 15, 2019  
eSRS Subcontracting Data as of Mar. 15, 2019

Prime Contracting Achievement:	65.97%		
	2017 Achievement	2018 Goal	2018 Achievement
Small Business	22.89%	23.00%	27.62% (\$2.7 B)
Women Owned Small Business	4.50%	5.00%	5.61% (\$541.9 M)
Small Disadvantaged Business	11.93%	5.00%	14.76% (\$1.4 B)
Service Disabled Veteran Owned Small Business	3.70%	3.00%	3.89% (\$375.9 M)
HUBZone	2.47%	3.00%	4.71% (\$454.9 M)

1) Capped at 200%; 2) Achievement include double credit for LASA and Puerto Rico awards.

Subcontracting Achievement:	22.57%		
	2017 Achievement	2018 Goal	2018 Achievement
Small Business	46.20%	36.00%	50.40%
Women Owned Small Business	8.20%	5.00%	7.00%
Small Disadvantaged Business	4.30%	5.00%	4.10%
Service Disabled Veteran Owned Small Business	3.30%	3.00%	1.00%
HUBZone	1.90%	3.00%	1.00%

1) Capped at 200%;

15(k) OSDBU Compliance Requirements	20.00%
Requirements Scores: 0.0=No; 0.5 = Partial Credit; 1.0 = Yes	Peer Review Score
15(k)0 Office and Director Experience	1.00
15(k)1 Director Title	1.00
15(k)2 Compensation and Seniority	1.00
15(k)3 Reporting (Head of Agency or Deputy Head)	1.00
15(k)4 Implementation and Execution of Business Development	1.00
15(k)5 Identify and Address Bundling of Contracts	1.00
15(k)6 Provide Assistance on Payments	1.00
15(k)7 Supervisory Authority	1.00
15(k)8 Assign Small Business Technical Advisors	1.00
15(k)9 OSDBU Cooperation and Consultation	1.00
15(k)10 Recommendations to Contracting Officers	1.00
15(k)11 Activity Conversion	1.00
15(k)12 Advise CAO and SPE	1.00
15(k)13(Optional) SBC and Contracting Specialist Training	1.00
15(k)14 Receive Unsolicited Proposals	1.00
15(k)15 Exclusive Duties and Title	1.00
15(k)16 Congressional Reporting	1.00
15(k)17 Respond to Undue Restriction Notifications	1.00
15(k)18 Purchase Card Summary Data Review	1.00
15(k)19 Vendor Compliance Educational Training	1.00
15(k)20 Subcontracting Plan Review	1.00
<b>Total:</b>	<b>21.00</b>

Number of Small Business Prime Contractors Comparison	8.20%
Increase in number of SB primes by 10% or more = 1.3	
Increase in number of SB primes by 5% or more but less than or equal to 10% = 1.2	
Increase in number of SB primes between 0% and less than or equal to 5% = 1.1	
No change in the number of SB primes (Change = 0%) 0% increase; 0% decrease (no change) = 1.0	
Decrease in number of SB primes by more than 0% but less than or equal to -5% = 0.9	
Decrease in number of SB primes by -5% or more but less than or equal to -10% = 0.8	
Decrease in number of SB primes by -10% or more = 0.7	

	2017	2018	2018
	Count	Count	Performance
Small Business	2,184	1,655	0.70
Women Owned Small Business	654	451	0.70
Small Disadvantaged Business	790	615	0.70
Service Disabled Veteran Owned Small Business	197	192	0.90
HUBZone	154	160	1.10
<b>Score:</b>			<b>4.10</b>

**Prime and Subcontracting Grading Scale:**

- A+ < 150% but ≥ 120%
- A < 120% but ≥ 100%
- B < 100% but ≥ 90%
- C < 90% but ≥ 80%
- D < 80% but ≥ 70%
- F < 70%

**Comments:**

Graded Agency:

The U.S. Department of State is proud of its small business accomplishments and will continue to work to improve. The Department's ability to meet all of its small business prime and subcontracting goals is particularly challenged given that the majority of our procurement dollars are spent on overseas projects. Overseas work is often difficult and risky for U.S. small businesses to undertake as a prime contractor. U.S. small businesses are likely to encounter challenges due to differences in doing business overseas such as cultural norms, differences in local laws, more complicated logistics, unusual or unpredictable working conditions, uncertain communications and infrastructure, fluctuations in currency, working across multiple time zones and a host of other challenging conditions not generally present when working domestically. The Department's Office of Small and Disadvantaged Utilization, Office of Acquisition Management and Bureaus continue to work together and with the U.S. Small Business Administration to expand opportunities for U.S. small businesses abroad.