

## 2. 3 Small Business Concerns

### Lesson Goals

- To familiarize students with Small Business Set-Asides and the Certificate of Competency program.

### Start Video



- Please watch the video now – Lesson 2.3 Small Business Concerns.
- Use the following pages to take notes.

### Small Business Concerns

- Contract Set-Asides
  - Total Set-Aside
    - All contracts for supplies or services between \_\_\_\_\_ and \$100,000 are **totally** set aside for small businesses unless there is not a reasonable expectation of obtaining offers from two or more responsible competitive small businesses.

- Partial Set-Aside
  - In the event that the criteria for a total set-aside isn't met, a portion of the procurement can be set aside for small businesses if:
    - The requirement can be broken down into two or more economic production runs or reasonable lots,
    - One or more small business concerns are expected to be able to furnish the set-aside work at a fair market price,
    - And the procurement is higher than the simplified acquisition threshold.

#### Certificate of Competency (COC)

- The SBA has the statutory authority to certify that a small business concern is responsible. A written certification by the SBA that a particular small business has the capability to perform a specific government contract can be obtained. This certification is called a \_\_\_\_\_ .  
\_\_\_\_\_.

- A certificate of competency (COC) allows a small business to appeal a \_\_\_\_\_ determination that it is unable to fulfill the requirements of a specific government contract on which it is the apparent low bidder.
- The Certificate of Competency (COC) Program provides an appeal process to assure that small business concerns are given a fair opportunity to compete for and win Government contracts.
- The SBA will perform a detailed review of the business to determine it's responsibility.



**Responsibility** = The ability of the prospective contractor to properly perform the contract work

#### Purpose of COC Program

- The purpose of the COC is to provide the apparent successful small business offeror with an avenue of \_\_\_\_\_ to a Contracting Officers negative responsibility determination
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Benefit of COC

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Policies that Apply to COC Program

- \_\_\_\_\_ will issue or decline COC no matter
  - Type of procurement
  - Procurement method
  - Or, its dollar value

Appeal

Time Limit

The time limit for processing a COC is generally \_\_\_\_\_ days, \_\_\_\_\_ after the first working day after receipt of an acceptable referral.

Written Approval

Statutory Authority

SBA May Decline

- SBA may decline to issue a \_\_\_\_\_
  - To a small business
  - For reasons other than those stated in the CO's referral

## Determine Responsibility

### Value of COC

- When the value of the COC
  - Is less than \$\_\_\_\_\_
  - Decision is final
  - And agency may not appeal an affirmative COC decision

### Minority Enterprise Development

### Closed COC

Once closed, a COC case **cannot** be reopened.

Certificate of Competency Automated Computer  
System (COCACS)

**Additional Notes:**



## Mini-Lab

Visit the following websites and look up the laws and regulations governing the COC program. Write down one key point in each law or regulation.

- §8(b)(7) of the Small Business Act  
<http://www.smallbusinessnotes.com/fedgovernment/sba/sbact.html>

**Key Point:**

- Title 13 CFR §125.5  
<http://www.gpoaccess.gov/cfr/index.html>

**Key Point:**

- FAR 19.6  
<http://farsite.hill.af.mil/farsite.html>

**Key Point:**