

PHASE I: CONTRACT FORMATION

Activity 23: Subcontracting Requirements

Establish Subcontracting Requirements

Determine whether to incorporate a requirement for a small business subcontracting plan in the solicitation and resulting contract.

Determine whether to incorporate a requirement for the use of Indian organizations and Indian-owned economic enterprises as subcontractors.

Determine whether to incorporate a make-or-buy program requirement in the solicitation and resulting contract.

Determine whether to establish a monetary incentive for exceeding small business subcontracting goals.

Prepare a solicitation provision.

Evaluate Subcontracting Plans

Obtain the small business subcontracting plan from the offeror.

Notify the Small Business Administration (SBA) Resident Procurement Center Representative of the opportunity to review the proposed contract, subcontracting plan, and supporting documentation.

With assistance from the SBA Resident Procurement Center Representative and/or the Small Business Specialists, conduct fact-finding on the subcontracting plan.

With assistance from the SBA Resident Procurement Center Representative and/or the Small Business Specialists, determine whether the plan is adequate.

Advise the contractor of any inadequacies in the subcontracting plan.

Consider the subcontracting plan in making award decisions.

Notify the affected government organizations of contract award.

Make-Or-Buy Programs

Prepare a prenegotiation position on the proposed make-or-buy program.

Negotiate an agreement on the make-or-buy program.

Determine whether to incorporate an agreement on a make-or-buy program in the resultant contract.