



**Purchasing Directive:
Small Business Participation**

<u>Purchasing Directive Reference:</u> Small Business Participation	<u>Issue Date and Version:</u> 06/08/2009 – v1
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I. Purpose:

The purpose of this Purchasing Directive is to provide you with information that was received from the U.S. Small Business Administration.

II. Applicability:

This Purchasing Directive applies to all State of Georgia governmental entities of the executive branch subject to DOAS’ procurement authority pursuant to the State Purchasing Act, including but not limited to certain state offices, agencies, departments, boards, bureaus, commissions, institutions and universities & colleges. This Purchasing Directive may also be used as a general guide for other governmental entities such as state authorities, local governmental entities and other organizations as appropriate.

III. Background:

“The U.S. Small Business Administration (SBA) was created in 1953 as an independent agency of the federal government to aid, counsel, assist and protect the interests of small business concerns, to preserve free competitive enterprise and to maintain and strengthen the overall economy of our nation.” SBA recognizes that “small business is critical to our economic recovery and strength, to building America's future, and to helping the United States compete in today's global marketplace”.

The Recovery Act contains tax breaks, market enhancements, and strong lending programs to help foster job creation, re-start lending, and investment for small business. The SBA is one of Georgia’s partners in the American Recovery and Recovery Act execution.

U.S. Small Business Administration Recovery Act Agency Plan can be reviewed at:
http://www.sba.gov/idc/groups/public/documents/sba_homepage/sba_recovery_act_plan_051509.pdf

IV. General Guidelines:

It is DOAS' written policy that small businesses have a fair and equal opportunity to participate in the state purchasing process. To facilitate small businesses' participation, DOAS has identified an official point of contact as noted below to serve as a resource to small businesses to provide helpful information such as how to become registered to receive notice of bid opportunities, marketing strategies, and a listing of small and minority business coordinators for specific state agencies:

Mr. Hugh Farley
State Purchasing Division
Department of Administrative Services
hugh.farley@doas.ga.gov
404-656-0936

DOAS recently received information concerning increased financial services provided by the U.S. Small Business Administration (SBA) to assist small businesses in competing and winning contracts funded by the American Reinvestment and Recovery act, as noted in the attached letter. The following contact information has been provided by the SBA for additional information: Karen G. Mills, 202.205.6605

To facilitate small businesses' access to the resources provided by the SBA, each state entity should include the following information in its solicitations: (1) contact information for that state entity's small and minority business coordinator or, if the state entity does not have an official coordinator, DOAS' coordinator should be named and (2) contact information for the SBA as noted above.

IV. Contact Information:

The State Purchasing Division is prepared to provide you assistance in accomplishing the procurement activity. Contact can be made directly to Tim Gibney at tim.gibney@doas.ga.gov or at 404.656.0934.