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Contracting with Service-Disabled Veteran-Owned Business

Division of Service-Disabled Veterans' Business Development

May 2 & 3, 2017

#2018NYGovBuy  @NYSPro  @nysprocurement

SDVOB Program Overview

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Ken Williams
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OGS Division of
Service-Disabled
Veterans' Business
Development



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Program History

- SDVOB Act signed by Governor Cuomo in May 2014
- Applications first available in September 2014
- Successful pilot rollout FY 2015/16
- Statewide rollout April 2016



Certification Success

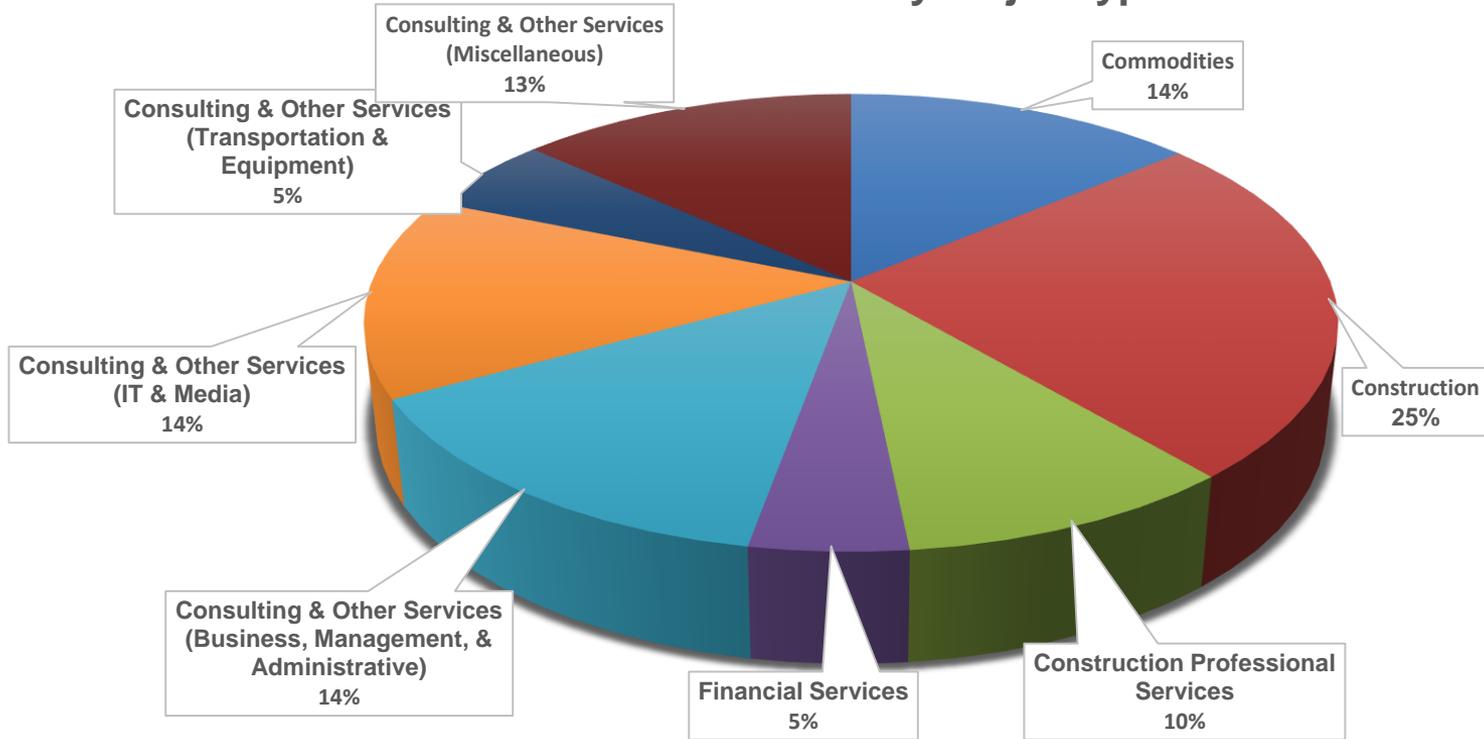


Program Accomplishments

- Record-setting certification rate
- Application to decision average 36.7 business days
- Many SDVOBs listed on OGS Centralized Contracts
- Over \$55 million in total disbursements to SDVOBs
- FY2017/18 Q3 more than 355% up over FY2016/17 Q3

Diverse Group of SDVOBs

Total Breakdown by Major Type



The Goal

To Have All NYS Agencies and Authorities Meet or Exceed the Legislated 6% SDVOB Participation Rate

Agency/Authority Requirements & Responsibilities

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Anthony Tomaselli
Assistant Director

OGS Division of
Service-Disabled
Veterans' Business
Development



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Contract Inclusion Requirements

- All contracts must include language referencing the SDVOB program.
 - Promotes awareness of the SDVOB program among bidders/proposers.

Sample SDVOB Solicitation & Contract Language available on the web at: <https://ogs.ny.gov/veterans/>

- Samples available for contracts *with* and *without* required SDVOB participation goals.



Secure | https://ogs.ny.gov/veterans/

NEW YORK STATE

Services News Government Local

Q Search Location

Office of General Services

BUILDING ADMINISTRATION REAL ESTATE DESIGN & CONSTRUCTION PROCUREMENT SUPPORT OPERATIONS

Division of Service-Disabled Veterans' Business Development

SECTIONS

- Find Certified Businesses
- Upcoming Events
- Certification Eligibility

Overview

The [Service-Disabled Veteran-Owned Business Act](#), signed into law by Governor Andrew M. Cuomo on May 12, 2014, allows eligible Veteran business owners to get certified as a New York State Service-Disabled Veteran-Owned Business (SDVOB). The goal of the Act is to encourage and support eligible SDVOBs to play a greater role in the state's economy by increasing their participation in New York State's contracting opportunities. The OGS Division of Service-Disabled Veterans' Business Development is responsible for certifying eligible SDVOBs, and assisting and promoting their participation in the state's procurement activities. Learn More: [Division of Service-Disabled Veterans' Business Development 2016 Mid-Year Report](#)

Find Certified Service-Disabled Veteran-Owned Businesses





Secure | <https://ogs.ny.gov/veterans/>

Compliance and Reporting Guidelines

SECTIONS

- Find Certified Businesses
- Upcoming Events
- Certification Eligibility
- Get Certified
- Find Business Opportunities
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- Contact

Agency Guidance

- [Service-Disabled Veteran-Owned Business \(SDVOB\) Operations Guidance Document](#)
- [Guidelines on Participation by Service-Disabled Veterans with Respect to State Contracts Through Set-Asides](#)
- [Discretionary Purchasing Guidelines for Service-Disabled Veteran-Owned Businesses](#)

Agency/Authority Reporting Forms

- [SDVOB Awards \(form 1\)](#)
- [SDVOB Disbursements/Utilization \(form 2\)](#)
- [SDVOB Waivers \(form 3\)](#)
- [Set-Aside Report for Use of Service Disabled Veteran Owned Businesses](#)

Solicitation/Contract Documents

- [Sample SDVOB Solicitation & Contract Language](#)

Contractor Reporting Forms

- [SDVOB Utilization Plan – SDVOB 100](#)
- [SDVOB Waiver Form – SDVOB 200](#)
- [SDVOB Monthly Compliance Report – SDVOB 101](#)
- [SDVOB Monthly Compliance Report Instructions](#)

Division Reports

- [Division of Service-Disabled Veterans' Business Development 2015 Annual Report](#)
- [Division of Service-Disabled Veterans' Business Development 2016 Mid-Year Report](#)
- [Division of Service-Disabled Veterans' Business Development 2016 Annual Report](#)
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Contact

Division of Service-Disabled Veterans' Business Development
VeteransDevelopment@ogs.ny.gov
518-474-2015



Sample SDVOB Solicitation & Contract Language

- When you open the word document you will find:
 - Instructions for Using Sample SDVOB Contract Language (p. 1)
 - Attachment A – SDVOB Goals (p. 2)
 - Attachment B – SDVOB No Goals (p. 6)
- These are samples!
 - Your agency/authority may create its own customized solicitation/contract language.
- Please share any customized language developed with the DSDVBD for review before using it.



How do you find Certified SDVOBs?

- Directory of NYS Certified SDVOBs

Excel PDF and Searchable Database online at:

ogs.ny.gov/veterans

- To receive the Directory of NYS Certified SDVOBs in Excel format each time it is updated, contact us at veteransdevelopment@ogs.ny.gov

Secure | <https://ogs.ny.gov/veterans/>

Division of Service-Disabled Veterans' Business Development

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- Compliance and Reporting

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Find Certified Service-Disabled Veteran-Owned Businesses

[Search SDVOB Directory](#)

[Download the full list of Certified Service-Disabled Veteran-Owned Businesses](#). If you would like to receive an excel file containing the current List of NYS Certified Service-Disabled Veteran-Owned Businesses and sign up to receive updates whenever we certify new businesses, please send a request to veteransdevelopment@ogs.ny.gov

Upcoming Events



Directory of NYS Certified SDVOBs

Searchable Database

Directory of New York State Certified
Service-Disabled Veteran-Owned Businesses



KEYWORD

Search by Keyword or
Certification Number

Enter a keyword, business name, or SDVOB
Certification Number.

Enter Keyword



CATEGORY

Search by Business Category

Select a business category to view all certified-
disabled veteran-owned businesses within that
industry.

[All]



COUNTIES SERVED

Search by Where We Work

Select a county to view all certified-disabled
veteran-owned businesses that do business within
that county.

[All]

Go

Directory of NYS Certified SDVOBs

Searchable Database

Certification Number	Business Name (click for more info)	Address	Phone	Email	Category	Home Region
141001	Tolman Engineering, Architecture, & Surveying, PLLC	3610 Lawson Road Jamestown, New York 14701	(716) 484-1366	rtolman@tolmaneng.com	Architectural, Engineering & Surveying Environmental	Western New York
141004	MacDonald Land Surveying & Engineering D.P.C.	199 Wycliff Dr. Webster, New York 14580	(585) 747-3334	macdonaldlse@gmail.com	Architectural, Engineering & Surveying	Finger Lakes
141011	Invictus, LLC	30 Broad Street 40th Flr. New York, New York 10004	(917) 900-2999	mail@invictusllc.com	Administrative & Technical Construction Horizontal: Highways & Roadways; Maintenance, Repair & New Construction Construction Vertical: Building Construction; Rehabilitation & New Construction	New York City
	Clear It Out	211 Tecumseh Ave			Construction Vertical: Building Construction; Rehabilitation & New	Mirl.



Directory of NYS Certified SDVOBs

Searchable Database

Tony Baird Electronics, Inc.

Audio Visual Integration, Custom Cable Manufacturing

BUSINESS DETAILS	
Legal Name	Tony Baird Electronics, Inc.
Address	407 S. Warren Street Syracuse New York 13202
Phone	(315) 422-4430
Email	tbaird@tonybairdelectronics.com
Web Site	tonybairdelectronics.com
SFS Vendor ID	1100022038
Keywords	Other Electronic Component Manufacturing, Electrical Contractors, Other Wiring Installation, Computer and Computer Peripheral Equipment and Software Merchant Wholesalers, Electrical Apparatus and Equipment, Wiring Supplies, Audio Visual Equipment
Home Region	Central New York
Counties Served	Statewide

NAICS CODES	
335999	All Other Miscellaneous Electrical Equipment and Component Manufacturing
334310	Audio and Video Equipment Manufacturing
423610	Electrical Apparatus and Equipment, Wiring Supplies, and Related Equipment Merchant Wholesalers
238210	Electrical Contractors and Other Wiring Installation Contractors
334419	Other Electronic Component Manufacturing
423690	Other Electronic Parts and Equipment Merchant Wholesalers





Using SDVOBs

- For all contracts, consult the **Directory of NYS Certified SDVOBs** prior to issuance of bid documents.
- Each contract should be examined to determine the potential for use to achieve the 6% goal.
- Determine if the contract can be a discretionary spend or if it provides opportunities for subcontracting or a SDVOB set-aside.



Discretionary Spending with SDVOBs

- State agencies may use discretionary purchasing authority with NYS Certified SDVOBs up to \$200,000.
- Discretionary purchases are not subject to formal competitive bidding requirements.
- Follow your agency's internal policies and procedures governing discretionary purchases.
- Discretionary Purchasing Guidelines for SDVOBs available at <https://ogs.ny.gov/Veterans/docs/DPGuidelines.pdf>





Sub Contracting with SDVOBs

For contracts including SDVOB participation as sub contractors or suppliers, Contractor Reporting Forms are available on the DSDVBD website: <https://ogs.ny.gov/veterans/>

- SDVOB Utilization Plan – SDVOB 100
- SDVOB Waiver Form – SDVOB 200
- SDVOB Monthly Compliance Report – SDVOB 101
- SDVOB Monthly Compliance Report Instructions





SDVOB Set-Aside

- Set-asides for SDVOBs may be done for any \$ amount
- At least two SDVOBs must be able to respond
- Identify in the Contract Reporter as SDVOB set-aside
- Proceed with procurement as usual
- Must be competitive/reasonable/fair market value
 - Otherwise open up to all qualified vendors
- Set-Aside Guidelines available at www.ogs.ny.gov/Core/docs/Guidelines.pdf



SDVOB Set-Aside

- Set-Aside Report must be completed for all set-aside contracts.
- Set-Aside Report available at <https://ogs.ny.gov/Veterans/docs/Guidelines.pdf>
Agencies/Authorities are responsible for submission of set-aside reports to DSDVBD after each quarterly reporting period (send to SDVOBreports@ogs.ny.gov)



https://ogs.ny.gov/Core/SDVOBA.asp

File Edit View Favorites Tools Help

Compliance and Reporting Guidelines

Agency Guidance

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Using SDVOBs

- An internal agency process must be in place to account for the following situations:
 - If it is determined that there is no opportunity for SDVOB participation on a given contract, the agency needs to document the reasons so the contract may be excluded for the agency's quarterly SDVOB activity report.
 - Waivers (where contractors are unable to meet the SDVOB goal on a given contract).

We Are Here to Help

- DSDVBD is available for consultation if needed
 - 518.474.2015
 - veteransdevelopment@ogs.ny.gov
- DSDVBD should be included as a designated contact in contracts with SDVOB goals or set-aside contracts
- Be sure to include goals (or identify as a SDVOB set-aside) in NYS Contract Reporter Ad

SDVOB Compliance Reporting

- Agencies and authorities must submit quarterly SDVOB Activity Reports to the DSDVBD for the following reporting periods:

Q1: April 1 – June 30	due July 31
Q2: July 1 – September 30	due October 31
Q3: October 1 – December 31	due January 31
Q4: January 1 – March 31	due April 30

SDVOB Compliance Reporting

- The SDVOB Activity Report is made up of three forms:
 - SDVOB Awards (form 1)
 - SDVOB Disbursements/Utilization (form 2)
 - SDVOB Waivers (form 3)

The three forms are available on the DSDVBD website:

<https://ogs.ny.gov/veterans/>

- Submit completed reports via email to SDVOBreports@ogs.ny.gov



SDVOB Operations Guidance Document

- Summarizes agency/authority SDVOB support and compliance expectations.
- More details on the topics discussed in this presentation.
- Most questions we receive from agencies/authorities can be answered by this document.



Browser address bar: <https://ogs.ny.gov/Core/SDVOBA.asp>

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Our Contact Information

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