



U.S. Small Business
Administration



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Procurement Center Representative (PCR)

An Advocate, A Resource



Agenda

- **Provide an Overview of the SBA's Office of Government Contracting (GC) Mission and Programs**
- **Explain the Roles and Responsibilities of a PCR**
- **Discuss the Resources and Tools used by PCRs**
- **Understand When and How to contact a PCR**

U.S. Small Business Administration Office of Government Contracting

Who We Are and What We Do

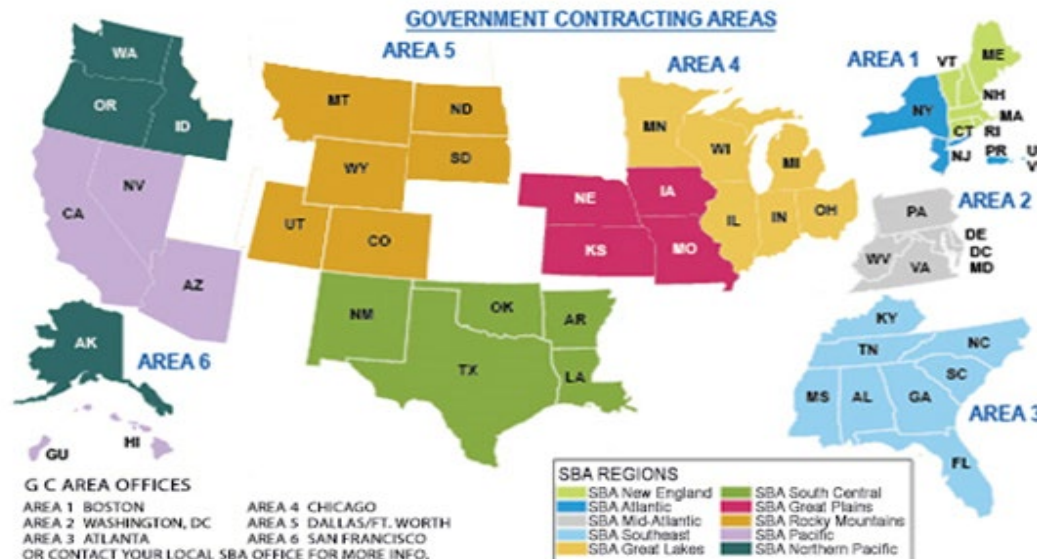
Office of Government Contracting

*Providing America's Small Businesses with the
Competitive Edge!*

<https://www.sba.gov/offices/headquarters/ogc>

Office of Government Contracting (GC)

Our mission is to assist small businesses in obtaining a fair share of Federal Government contracts, subcontracts and property sales.



SBA's Office of Government Contracting (GC)

SB Goals

Size and Status

The SBA's size standards determine whether your business qualifies as small.

[SBA OGC Area Directors](#)
sizestandards@sba.gov

SB Programs

SB Set-Asides

Certificates of Competency

Responsibility questions about the small business' ability to fulfill the contract is referred to the SBA.

[SBA COC Referrals Contact List](#)

Commercial Market Representatives

Provides limited subcontracting assistance and the Subcontracting Program Assistance (SPA) can help you with subcontracting questions after a contract is awarded. SPA can help you with tools to match prime contractors and subcontractors, help small businesses market their services to prime contractors, and more.

[SBA CMR Contact List](#)
SPA@SBA.gov

Procurement Center Representatives

Helps small businesses win federal contracts. PCRs review many federal acquisition and procurement strategies, influence opportunities to be set aside for small businesses, conduct market research, assist small businesses with payment issues, provide counseling on the contracting process, and more.

[SBA PCR Directory](#)

Procurement Center Representatives Overview



Advocate on behalf of SBs

Train other Federal agency, Resource Partner staff and Vendors



Mediate SB Issues



Work closely with contracting staff at Federal buying offices

- Communicates with Agency on upcoming requirements
- Review acquisitions and solicitations
- Inform agencies on updates to SB regulations and changes in SBA certification programs
- Assist agencies in meeting their SB goals through training, counseling & technical assistance
- Review Subcontracting Plans for compliance prior to award
- Receive copies of Cure/Show Cause notices of SB firms headquartered in the PCRs territory; contacts firm to offer assistance if needed
- Review buying office SB policies & procedures



PCR Resources and Tools



01

Resource Partners

- Participate in outreach events
- Referral System
- Provide technical training on federal procurement subjects
- Support SBIR/STTR
- DO Engagement

02

Federal Buyers

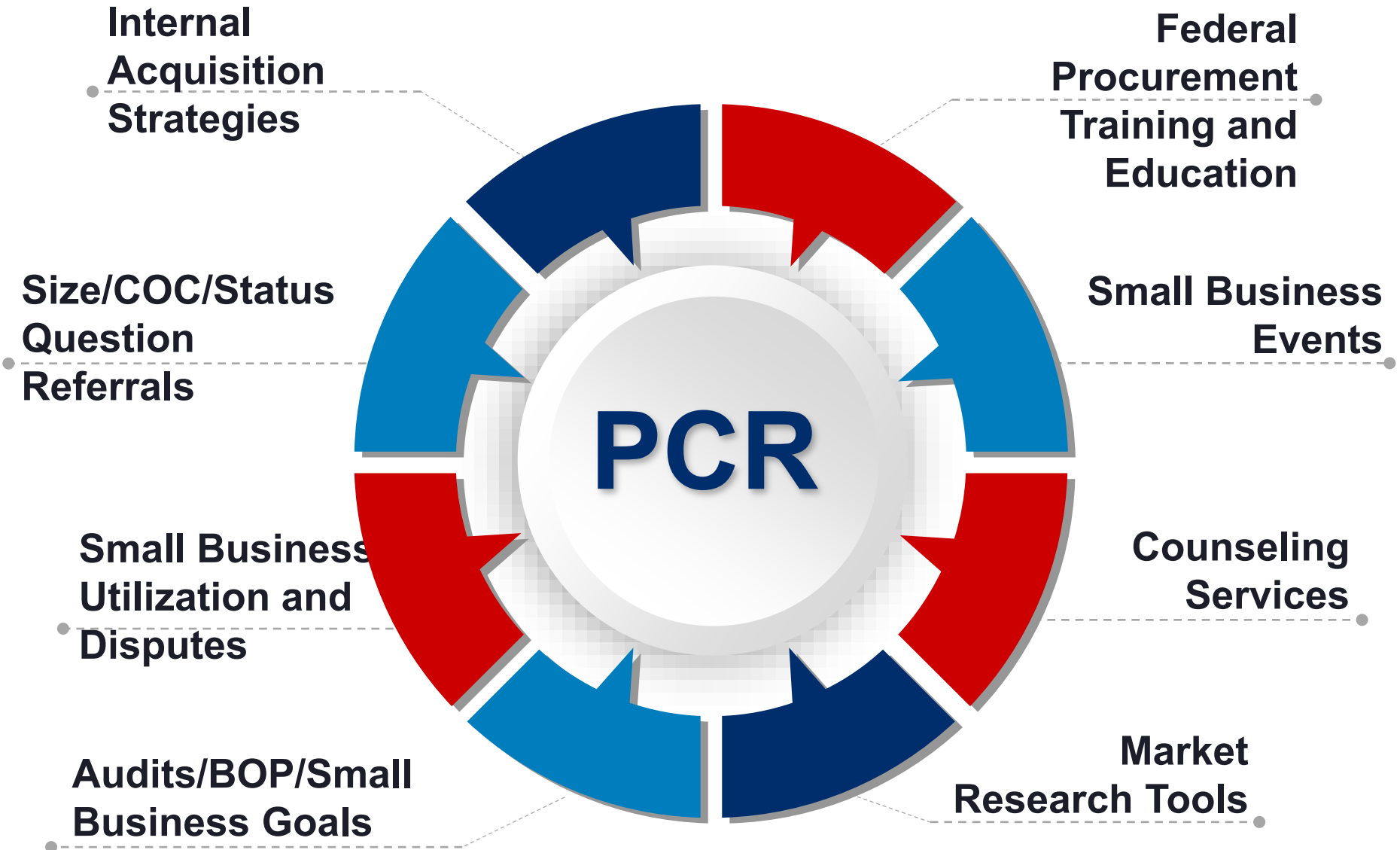
- Surveillance Reviews (SR)
- Annual PC SB Goals Analysis
- Advise Senior Level Exec. (HCA)
- Collaborate with SBP
- Informal/Formal Form 70
- Performs Extensive Market Research

03

Small Businesses

- Public Speaking Events (SME)
- Provide Counsel to SBs Owners
- Connect SBs to PCs
- Recommend Policy changes

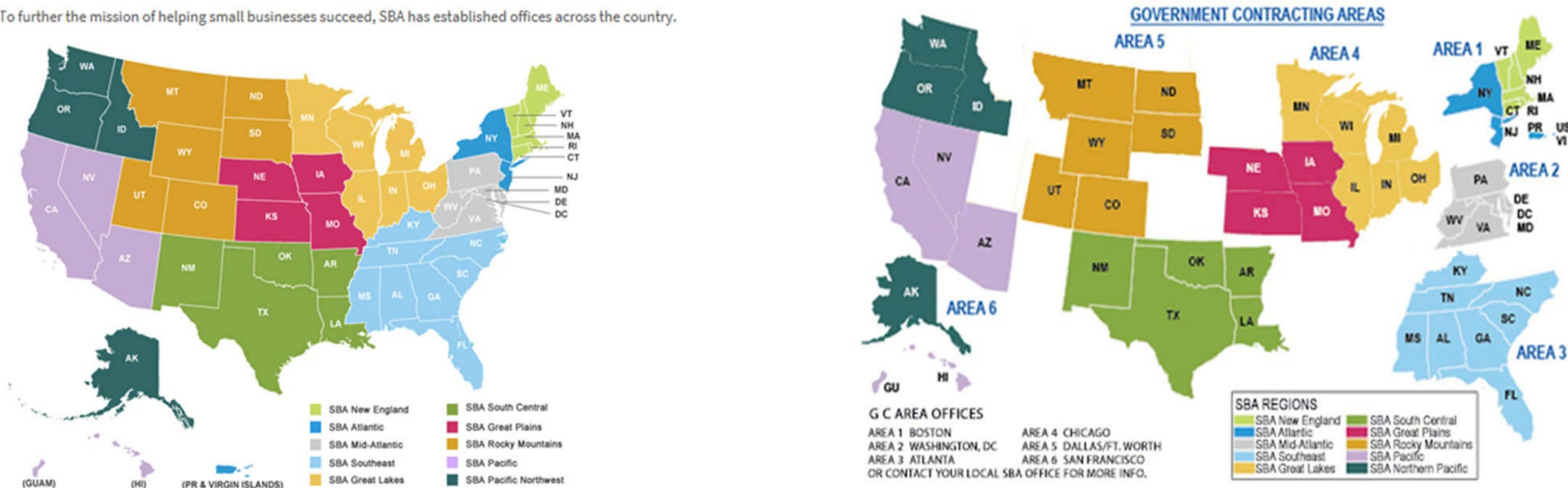
When to contact a PCR



Regional/District (OFO) vs. Area (GC) Offices

- **Regional Offices (10 total)** maintains oversight responsibility and ensures that the goals and objectives of the Agency are met on a consistent basis by the District Offices within its boundaries.
- **District Offices** are located in each state, some states have more than one District Office (68 total)
- **Area Offices (6 total)** can cover multiple Regions

To further the mission of helping small businesses succeed, SBA has established offices across the country.



What Goes Where?

- **8(a) Program – Offering letters; awards/modifications; eligibility questions - Goes to the District Office**
 - <https://www.sba.gov/local-assistance/find/?type=SBA%20District%20Office&pageNumber=1>
- **Subcontracting Plans – Goes to the GC Area Office where the Administrator named in the SubK Plan is located**
 - <https://www.sba.gov/federal-contracting/counseling-help/contracting-area-directors>
- **COC/Size Issues – Goes to the GC Area Office where the HQ of the SB is located**
 - **COC -**
https://www.sba.gov/sites/default/files/articles/COC_listing.pdf
 - **Size -** <http://www.sba.gov/content/size-protests-size-determinations-andappeals>
- **Nonmanufacturer Rule (NMR) Program– Goes to:**
nmrwaivers@sba.gov



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