



U.S. Small Business
Administration



Surveillance Reviews (SR)

**Valerie J. Coleman
Program Manager, Prime Contracts
Office of Government Contracting**

Some Background

- **A comprehensive assessment of a Procurement Center's (PC) compliance in executing its small business program and its effectiveness.**
- **To evaluate the program's impact on small businesses**
- **To enable SBA to recommend changes to improve small business participation at the PC**

Compliance Categories

- **Overview of Small Business Awards**
- **Small Business Program Management**
- **8(a) Contract Review Process**
- **Women-Owned Small Business Set-Asides**
- **Acquisition Planning**
- **Subcontracting**
- **Other Small Business Issues**
- **Regulatory Clauses/Provisions**
- **Bundling**
- **Limitations on Subcontracting**
- **Any other special emphasis areas**
- **Best Practice Recommendations to Improve Performance**

FY 2017 Results

- **All reports sent out by November 6, 2017**
- **12 Different Agencies**
- **30 Reviews**
 - **1 Outstanding**
 - **2 Highly Satisfactory**
 - **24 Satisfactory**
 - **3 Marginal Satisfactory**
 - **0 Unsatisfactory**

2018 Reviews

- **Selection process began in November 2017**
- **6 different agencies selected**
- **Notification to agency Small Business Program Office was on February 5, 2018**
- **PCs to be reviewed received notification from SBA's Area Directors beginning in March 2018**
- **All 2018 SRs have been scheduled**

Things to Keep in Mind...

- **SR Team Leader will keep you informed of any changes**
- **Keep the SR Team Leader informed of any changes on your part**
- **100% access to all files required**
- **Finding documentation**
- **This is not a “GOTCHA”**

Valerie Coleman
Program Manager, Prime Contracts
Office of Government Contracting
U. S. Small Business Administration
Headquarters – Washington, D.C.
valerie.coleman@sba.gov
281-245-4777