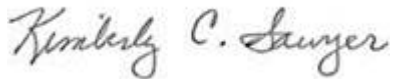


**Date:** *January 30, 2017*

**To:** *Members of the Workforce*



**From:** *Kimberly C. Sawyer, Deputy Laboratories Director and Executive Vice President for Mission Support*

**Subject:** *Sandia's Commitment to Small Business Subcontracting*

Sandia National Laboratories' FY17 small business goal through the end of the contract period (April 2017) is 48 percent of contract awards. Sandia takes pride in executing national security missions and advancing new technology. By partnering with qualified small businesses who share our values, Sandia's Small Business Program contributes to local and national economic stability and growth.

Here are some ways you can help Sandia support small businesses:

- Involve your buyers (Organizations 10240 and 8525) and Supplier Diversity Advocates (Organization 10222) early in the purchasing process to develop a sourcing strategy.
- Support small business set-asides.
- Take advantage of existing policies that can expedite purchases.
  - Small business purchases less than \$150,000 can quickly be placed with streamlined acquisition strategies.
  - Competitive small business set-asides of any value, with at least two previously identified viable suppliers, can be posted externally for as few as five days.
- Seek opportunities to develop small business suppliers for long-term relationships. Carefully develop purchase requirements. Overly restrictive competitive requirements may discourage small business participation.
- Refer interested small businesses to our business point of contact at 1-800-765-1678 or [supplier@sandia.gov](mailto:supplier@sandia.gov) to learn how to do business with Sandia.
- Contact Del Salazar, Small Business Program Manager, at 505-284-8963 or [dlsalaz@sandia.gov](mailto:dlsalaz@sandia.gov) to learn more.

Your support for small business is much appreciated.