



Snapshot of Sandia's Mentor/Protégé Program (MPP)

National Technology & Engineering Solutions of Sandia, LLC, is the management and operating contractor for Sandia National Laboratories (herein referred to as Sandia).

DOE CRITERIA: AN APPLICANT MUST

- be a small-business concern (including historically black colleges, black universities, and other minority institutions of higher learning);
- submit a statement that it is eligible to receive government/federal contracts;
- have been in business for at least two (2) years before applying to enroll in the MPP; and
- be able to certify as a small business according to its primary NAICS code and associated SBA-designated size standard.

SANDIA CRITERIA: AN APPLICANT MUST

- not have previously participated in a DOE MPP;
- be able to demonstrate that it needs assistance;
- be a US-owned business;
- have a record of integrity and business ethics;
- be familiar with government contracting and Federal Acquisition Regulations;
- disclose and address any foreign ownership, affiliations, and personnel;
- have a good safety record as established by industry standards;
- demonstrate capabilities that match Sandia's current technical, product, and service needs;
- be financially viable and willing to provide financial statements (if the applicant's financial statements indicate nonviability, the applicant must demonstrate its ability to obtain resources necessary to perform contract/subcontract awards); and
- provide at least two (2) business references related to project performance or business practices.

IMPORTANT: A valid agent of the applicant company must sign the application. Incomplete applications will not be considered.



Applying, Reporting, & Terminating/Withdrawing

APPLICATION PROCESS

- Sandia will solicit applications on the Business Opportunities Website (BOW).
 - FY20 NAICS Series solicited: 54 Series & 23 Series
 - Future Years: TBD
- Small businesses interested in applying for the MPP will respond to the BOW posting.
- Small businesses will then complete a Sandia MPP application and submit the application to supplier@sandia.gov (include a small business self-certification and at least two [2] business references).
- Sandia will review the submitted MPP applications against the previously defined criteria.
- Sandia will select two (2) proteges in FY20. Additional opportunities will exist in future years.
- Sandia will notify successful applicants that they have been selected to participate in the MPP. Sandia will also notify applicants that have not been accepted.
- Once the selected applicants complete the MPP agreement with Sandia, mentoring begins and continues throughout the agreement period.
- Protégé applicants **not** selected to participate in the MPP may request a discussion to better understand Sandia's decision (must submit requests within 15 days).

REPORTING PROCESS

Protégés shall submit a semiannual progress report and a final report each year throughout the agreement period.

TERMINATING/WITHDRAWING

- Mentors or protégés may propose to voluntarily terminate or withdraw from the MPP.
- The mentor or protégé shall furnish written notice of the proposed termination or withdrawal and state the specific reason for the action.
- Both parties may mutually consent to terminating the MPP agreement.
- In the event of indictment, suspension, or debarment of either party, the MPP agreement shall be terminated.

ADDITIONAL NOTES

- The duration of an MPP agreement shall not exceed three (3) years.
- The MPP is not a quick path for small businesses to obtain subcontracts. Small businesses that solely seek to obtain noncompetitive subcontracts while in the MPP are discouraged from participating.