

8(a) Ordering Guide for Ortman Consulting LLC

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Company Information:

136 N Union St, Alexandria VA 22314
Owner: Stephan Ortman
8(a), SDVOSB, ISO9001 certified
Unique Entity ID: RT4EGJ94WGF5
DUNS: 803902639
DoD TS Facility Clearance
CAGE Code: 5QEF2
Primary NAICS: 541690
Other NAICS: 541513, 541519, 541611,
518210, 611420, 541512, 541618, 541990,
928110, 517112
GSA MAS: 47QTC18D00F7
GSA SINS: 33411, 511210, 54151, 54151S
NSA CSfC Trusted Integrator

Core Service Offerings:

- IT Project Management
- System Engineering and Administration
- Network Engineering and Administration
- Virtual Desktop Infrastructure
- System Accreditation/IA Support/ISSM
- Software Testing (Security, Functionality)
- Penetration Testing, Security Compliance
- Customer Support, Helpdesk, Site Support
- Cross-Domain User Desktops
- Cross-Domain Transfer
- Cross-Domain Voice/Video Applications
- CSfC Mobility (Secure Telecommuting)
- CSfC Campus Wireless
- CSfC Data-at-Rest Solutions
- Data Center Design/Upgrades

The Small Business Administration's (SBA). 8 (a) Business Development Program is a business assistance program that permits agencies to directly procure services and products from those small disadvantage businesses (SDBs) that are certified under the SBA's program. Ortman Consulting, LLC is an SBA 8(a) certified company with a valid designation through **July 28, 2031**. The regulations governing the 8(a) BD program are in Title 13 of the Code of Federal Regulations, Subpart A, Section 124. (13 CFR § 124).

Program Benefits:

The 8(a) sole-source program provides agencies a simplified and shortened acquisition procedure:

- **SOLE-SOURCE:** Contracting for up to a ceiling of \$4.5M for goods and services.
- **REDUCED DECISION CYCLE:** The time required to award an 8(a) sole source contract can be as short as 10 days.
- **STREAMLINED ACQUISITION PROCESS:** Procurement process and time is reduced to a minimum.
- **PRICES REFLECTING THE BEST VALUE:** Agency negotiates with the firm directly to get the best value.
- **SMALL BUSINESS CREDITS:** Credit for promoting small business participation within agency.

Ordering Guide (Single Award or IDIQ):

If you would like to take advantage of Ortman Consulting's services via the SBA 8(a) Program, please see the following process:

- Define the work to be performed, NAICS Code, period of performance, location, type of contract, and anticipated dollar value, including options.
- Contact your Department/Division's Contracting Officer (CO) or Agency Small Business Specialist for assistance with developing your FAR 19.804-2 "Agency Offering" package that includes the requirements description, estimated period of performance, applicable NAICS code, anticipated dollar value, etc.
- The CO will send an "Offering letter" to DCofferletters@sba.gov requesting permission to conduct sole-source negotiation with Ortman Consulting, Attn: A.
- The SBA confirms Ortman Consulting's eligibility and authorizes the negotiations.
- The CO negotiates with Ortman Consulting.
- Simplified Acquisition efforts do not require a technical proposal; the CO sends RFQ to Ortman Consulting requesting cost proposal; upon receipt, CO negotiates cost and terms with Ortman Consulting.
- If the estimate exceeds the Simplified Acquisition Threshold, the CO sends RFP to Ortman Consulting requesting technical and cost proposals; upon receipt, CO negotiates cost and terms with Ortman Consulting.
- Upon completion of negotiations, the CO prepares a contract award document and sends it to Ortman Consulting for signature.
- Upon receipt of the executed contract from Ortman Consulting, the CO signs contract and sends it to the SBA.
- Contract performance begins.