

## SBA 8(a) ORDERING GUIDE



*Bringing Innovation to the Edge*

### COMPANY DATA

Designations: 8(a), SDVOSB, ISO9001 certified  
GSA MAS: 47QTCA18D00F7  
GSA SINS: 33411, 511210, 54151, 54151S, OLM  
DUNS: 803902639  
CAGE CODE: 5QEF2  
DoD TS Facility Clearance  
NSA CSfC Trusted Integrator  
FBI Infragard Member (National Capitol Region)  
Primary NAICS: 541690 (Technical Consulting Services), 423430 (HW/SW Merchant)  
Secondary NAICS: 541513, 541519, 541611, 518210, 611420, 541512, 541618, 541990, 928110, 517112

### CUSTOMERS

- US Air Force
- US State Department
- Department of Homeland Security
- US Secret Service
- Office of the Director of National Intel
- Defense Information Systems Agency
- Defense Advanced Research Projects Agency
- BAE Systems
- Northrop Grumman
- AT&T
- Leidos
- CACI
- Booz Allen Hamilton

### CONTACTS

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### ORDERING GUIDE INFORMATION

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 located 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.

### 8(a) CONTRACT INFORMATION

SBA 8(a) Certification  
Primary NAICS: 541690  
Unique Entity ID: RT4EGJ94WGF5  
DUNS: 803902639  
CAGE Code: 5QEF2  
Other NAICS: 541513, 541519, 541611, 518210, 611420, 541512, 541618, 541990, 928110, 517112

### SBA CONTACT

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

- 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](mailto:DCofferletters@sba.gov) requesting permission to conduct sole-source negotiation with Ortman Consulting.
- 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.

### Flexible 8(a) Buying Method: Sole-Source IDIQ

When an agency finds an 8(a) company that they would like to utilize on a regular basis, the agency may choose to award a Sole-Source Services Indefinite Delivery/Indefinite Quantity (IDIQ) contract. Preparation of this IDIQ is very cost-effective for the agency as it minimizes the length of time involved in contracting out individual task orders and it is not as costly and time-consuming to award as a competitive IDIQ. This type of contracting mechanism can be awarded very similar to the sole-source contracting process outlined in the column on

### CORE SERVICE OFFERINGS:

- Cross-Domain User Desktops
- Cross-Domain Transfer
- Cross-Domain Voice/Video Applications
- CSfC Mobility (Secure Telecommuting)
- CSfC Campus Wireless
- CSfC Data-at-Rest Solutions and Software
- System Engineering and Administration
- Network Engineering and Administration
- Virtual Desktop Infrastructure
- System Accreditation/IA Support/ISSM
- Amazon Web Services partner
- Project Management

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