



PARTNER FORCES

## WOSB SOLE SOURCE CONTRACTING

### OVERVIEW

Now Contracting Officers have the ability to perform Sole Source acquisitions with a Women Owned Small Business (WOSB) due to the addition of FAR 19.1506. Under FAR 19.1506, a Contracting Officer generally must consider a WOSB or Economically Disadvantaged WOSB (EDWOSB), Sole Source award before considering small business set-asides. Sole Source authority provides Contracting Officers the ability to procure services in a streamlined and shortened timeframe.

### BENEFITS

The WOSB Sole Source authority provides agencies many procurement benefits:

**Streamlined acquisition** – Eliminates the time-consuming process of developing a detailed RFP, posting the solicitation, awaiting contractor responses, and evaluating all submissions while mitigating potential protests.

**Reduced decision cycle** – Time required to award a WOSB sole source contract is usually within days, not months.

**Decreased administrative costs** – Procurement process and time are reduced to a minimum.

**Prices reflecting the best value** – Agency negotiates with the firm directly to obtain the best value.

**WOSB small business credits** – Agency obtains credit for promoting WOSB small business participation.

The WOSB Sole Source Authority is a great new tool in the Contracting Officer's toolkit to acquire necessary services and solutions in a streamlined fashion.

### WOSB NAICS CODES

WOSB Sole Sources are permitted in substantially underrepresented NAICS codes, as defined by SBA. Those typically used for **Partner Forces'** services include:

541330      541519      541611      541618      541690

See [SBA.gov/WOSB](https://www.sba.gov/WOSB) for the complete list of WOSB NAICS codes.

## **THE SOLE SOURCE PROCESS**

The WOSB Sole Source process follows the same rules as Service Disabled Veteran-Owned Small Business (SDVOSB) or HUBZone Sole Sources:

1. The agency's Program or Project manager authors a statement of work and prepares a government cost estimate.
2. The Contracting Officer or Specialist selects an appropriate NAICS code and allocates funds.
3. The Contracting Officer or Specialist confirms the utilized NAICS code is on the list of substantially underrepresented federal procurement NAICS codes. (See front panel.)
4. The Contracting Officer or Specialist does not have a reasonable expectation that offers would be received from two or more WOSBs, if a competitive procurement was issued.
5. The Contracting Officer or Specialist confirms the total contract value (including all optional services and optional contract periods) does not exceed \$4 million.
6. The agency chooses Partner Forces, LLC to perform the work.
7. The Contracting Officer or Specialist confirms that Partner Forces, LLC is a WOSB for the selected NAICS code by reviewing SAM.gov.
8. The Contracting Officer or Specialist confirms that Partner Forces, LLC is a responsible contractor with respect to performance.
9. The Contracting Officer or Specialist submits the statement of work and request for quotation to Partner Forces, LLC. The prepared contract documents must include the following statement: "Request procurement be made pursuant to the Small Business Act 15 U.S.C. 637(a) and in accordance with FAR 19.1506"
10. Partner Forces, LLC submits its quotation to the agency.
11. The agency evaluates the quotation and confirms the award can be made at a fair and reasonable price.

*Partner Forces* will work with agencies to facilitate the WOSB Sole Source process.

### **LEARN MORE**

[www.SBA.gov/WOSB](http://www.SBA.gov/WOSB)

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