

1000000023



SMALL BUSINESS SUBCONTRACTING PLAN

Date: June 24, 2003

Solicitation Number: DTFH 71-03-C-00013
DTFH71-03-B-00012

Project Number: PRA-FRSP 13(1), 15(1), 16(1), 17(1), 21(1), 100(1), 300(1)

Contractor Name: Chemung Contracting Corporation

Address: 2105 South Broadway
Pine City, New York 14871

DUNS# 613538418

The following individual contract plan, together with any attachments, is hereby submitted as a Small Business Subcontracting Plan to satisfy the applicable requirements of Section 8(d) of the Small Business Act (15 U.S.C. 637(d)) and FAR Contract Clause 52.219-9, Alternate I.

1. The following percentage goals, expressed in terms of percentage of the total planned subcontracting dollars, will be applicable to any contract awarded as a result of this solicitation:
 - a. Small Business Concerns (SBC): 100 percent of total planned subcontracting dollars under this contract will go to subcontractors who are small business concerns.
 - b. Veteran-Owned Small Business Concerns (VSBC): 0 percent of total planned subcontracting dollars under this contract will go to subcontractors who are veteran-owned small business concerns.
 - c. Service-Disabled Veteran-Owned Small Business Concerns (SDVSBC): 0 percent of total planned subcontracting dollars under this contract will go to subcontractors who are veteran-owned small business concerns.
 - d. HUBZone Small Business Concerns (HSBC): 4 percent of total planned subcontracting dollars under this contract will go to subcontractors who are HUBZone small business concerns.
 - e. Small Disadvantaged Business Concern (SDBC): 10 percent of total planned subcontracting dollars under this contract will go to subcontractors who are small disadvantaged business concerns.
 - f. Women-Owned Small Business Concerns (WSBC): 6 percent of total planned subcontracting dollars under this contract will go to subcontractors who are women-



owned small business concerns.

2. The following dollar values correspond to the percentage goals shown in Section 1 above:

- a. The total dollars planned to be subcontracted to all types of businesses under this contract is \$ 350,000.00.
- b. The total dollars planned to subcontracted to small business concerns is \$ 350,000.00.
- c. The total dollars planned to subcontracted to veteran-owned small business concerns is \$ 0.
- d. The total dollars planned to subcontracted to service-disabled veteran-owned small business concerns is \$ 0.
- e. The total dollars planned to subcontracted to HUBZone small business concerns is \$ 14,000.00.
- f. The total dollars planned to be subcontracted to small disadvantaged business concerns is \$ 35,000.00.
- g. The total dollars planned to subcontracted to women-owned small business concerns is \$ 21,000.00.

3. The following principal types of supplies and/or services are planned to be subcontracted under this contract. (Indicate if planned to subcontract to a non-small business concern, SBC, VSBC, SDVSBC, HSBC, SDBC, or WSBC. Use additional sheets if necessary).

Type of Supply/Service to be subcontracted under this contract	Planned to be subcontracted to Non-SBC, SBC, VSBC, SDVSBC, HSBC, SDBC, WSBC (enter one)
Markings, signs, bollards, wheel stops	SBC
Traffic Dector System	SBC
Quality Assurance/Quality Control	SBC
Trucking	HSBC
Trucking	WSBC
Stone Restoration	SBC

4. The following method was used to develop the subcontract percentage goals.
 Once the areas to be subcontracted were determined and subcontractors interested in performing the work a determination of the percentage goals was set based on quality of work, with preference given to small businesses.

5. The following method was used to identify potential subcontract sources for solicitation purposes. (What source lists were used and what organizations were contacted to identify potential SBC, VSBC, SDVSBC, HSBC, SDBC, and WSBC subcontractors.)

- Vendors Interested in Solicitation DTFH71-03-B-00012
- SBA PRO-Net
- Newspaper advertisement
- Direct Mailing
- VDOT list of DBE's
- Metropolitan Washington Airports Authority list of DBE's

Indirect costs (were) (were not) included in establishing the subcontracting goals specified in Sections 1 and 2 above.

If indirect costs were included, the following method was used to determine the proportionate share of indirect costs to be incurred with SBC, VSBC, SDVSBC, HSBC, SDBC, and WSBC subcontractors.

No Indirect costs

7. The following individual will administer the subcontracting program:

Name: John Kern
 Title: Contract Administrator
 Address: 10496 Quarry Drive Telephone: 540-829-7203
 P.O. Box 42
 Mitchells, VA 22729

This individual's specific duties, as they relate to the subcontracting program, are as follows:

General overall responsibility for review, monitoring, and execution of the plan, including, but not limited to (list duties):

The responsibility will include the review of the weekly progress of the subcontracts on the project, assure that they are performing the work they have contracted to perform, mitigate any issues that arise in the performance of the work including quality, assure that all documentation is completed and submitted.

3. The following efforts will be taken to ensure that SBC, VSBC, SDVSBC, HSBC, SDBE, and WSBC subcontractors will have an equitable opportunity to compete for subcontracts:

A preference will be given to small business subcontractors with the following methods being made to solicit those subcontractors:

- SBA PRO - Net
- Newspaper Advertisement
- Direct Mailing
- VDOT List of DBE's
- Metropolitan Washington Airports Authority list of DBE's

"SEE ATTACHED _ SMALL, DISADVANTAGED BUSINESSES POLICY"

9. It is agreed that FAR Clause 52.219-8, Utilization of Small Business Concerns, will be included in all subcontracts which offer further subcontracting opportunities. It is further agreed that all subcontractors (except small business concerns) who receive subcontracts in excess of \$1,000,000 will be required to adopt and comply with a subcontracting plan

in accordance with FAR Clause 52.219-9.

10. The Contractor agrees to:

- a. Cooperate in any studies or surveys as may be required.
- b. Submit periodic reports so that the Government can determine the extent of compliance by the Contractor with the subcontracting plan.
- c. Submit Standard Form (SF) 294 (attached), Subcontracting Report for Individual Contracts and/or SF 295 (attached), Summary Subcontract Report, following the instructions on the forms.
- d. Ensure that its large business subcontractors agree to submit SF 294 and SF 295.

The following types of records will be maintained concerning procedures that have been adopted to comply with the requirements and goals in the plan:

- a. Source lists, guides, and other data that identify SBC, VSBC, SDVSBC, HSBC, SDBC, and WSBC.
- b. Organizations contacted in an attempt to locate sources that are SBC, VSBC, SDVSBC, HSBC, SDBC, and WSBC.
- c. Records on each subcontract solicitation over \$100,000 indicating:
 - i. Whether SBC's were solicited, and if not, why not;
 - ii. Whether VSBC's were solicited, and if not, why not;
 - iii. Whether SDVSBC's were solicited, and if not, why not;
 - iv. Whether HSBC's were solicited, and if not, why not;
 - v. Whether SDBC's were solicited, and if not, why not;
 - vi. Whether WSBC's were solicited, and if not, why not;
 - vii. If applicable, the reason award was not made to a small business concern.
- d. Records of any outreach efforts to contact--

- i Trade associations.
 - ii Business development organizations
 - iii Conferences and trade fairs to locate SBC, VSBC, SDVSBC, HSBC, SDBC, and WSBC sources.
 - iv Veterans service organizations
- e. Records of internal guidance and encouragement provided to buyers through—
- i Workshops, seminars, training programs, etc.
 - ii Monitoring performance to evaluate compliance with the program's requirements.
- f. On a contract-by contract basis, records to support award data submitted by the Contractor to the Government, including the name, address and business size of each subcontractor.

Signed
Edward C. Dalrymple, Jr.

Vice President
Company Title

June 24, 2003
Date

CHEMUNG CONTRACTING CORPORATION

www.chemungcontracting.com
2105 South Broadway
Pine City, New York 14871

Main Office
Phone (607) 737-6200
Fax (607) 737-1056

Estimating Department
Phone (607) 737-6200
Fax (607) 767-0841

SMALL, DISADVANTAGED BUSINESSES POLICY

Chemung Contracting Corporation will make every effort to ensure that small, disadvantaged businesses have the maximum opportunity to participate in our projects.

The following methods will be used:

- A. **Advertising:**
Advertise in the legal notices portion of classified section of newspapers that circulate in the area of the project, before and after the bid, requesting quotations from small, disadvantaged businesses.
- B. **Solicitation:**
Determine what areas of work on the project will be subcontracted and solicit certified small disadvantaged business that have quoted us in the past.
- C. **Negotiations:**
In the event that the small disadvantaged business's quote is not the lowest price received, we will negotiate with the firm to attempt to get the price closer to the lowest available price.
- D. **Request Assistance from Owner:**
Contact the Owner of the project and take recommendations they may have to offer to obtain small disadvantaged businesses.

Even after the above efforts have been completed, Chemung Contracting Corporation will continue to seek out small, disadvantaged firms to ensure the maximum opportunity to participate throughout the course of the project.