



U.S. Small Business
Administration



U.S. Small Business
Administration

Procurement Center Representative (PCR):

An Advocate, A Resource

Philip MacLean

Area IV, Office of Government Contracting

“Your Catalyst for Small Business Success in the Midwest”

**Illinois, Indiana, Iowa, Kansas, Michigan, Minnesota, Missouri, Nebraska, Ohio,
Wisconsin**

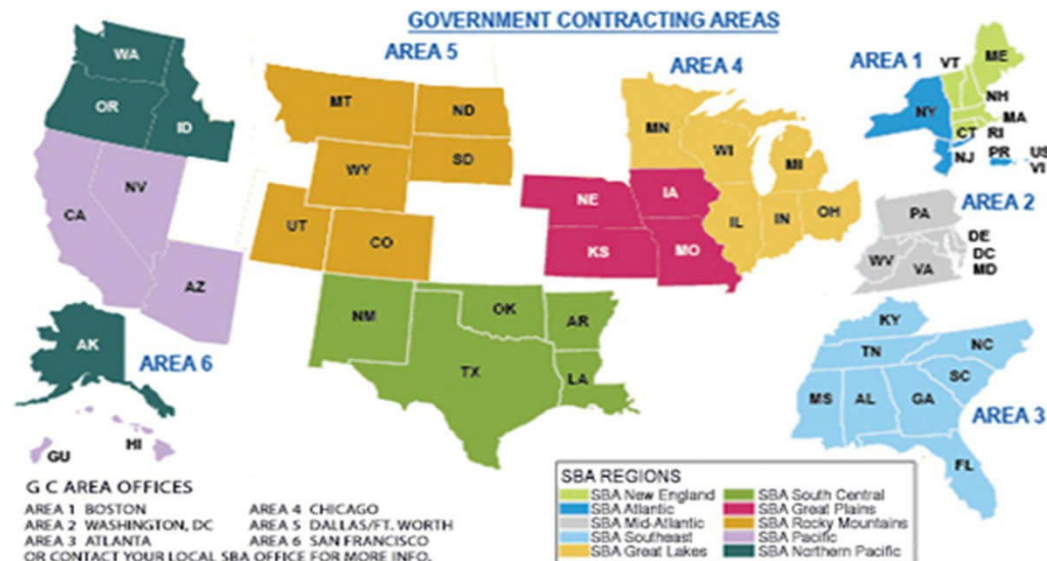
U.S. Small Business Administration
Office of Government Contracting
Who We Are and What We Do

Office of Government Contracting
*Providing America's Small Businesses with the Competitive
Edge!*

<https://www.sba.gov/offices/headquarters/ogc>

Office of Government Contracting (GC)

Our mission is to assist small businesses in obtaining a fair share of Federal Government contracts, subcontracts and property sales.



SBA's Office of Government Contracting (OGC)

SB Goals

Size and Status

The SBA's size standards determine whether your business qualifies as small.

[SBA OGC Area Directors](#)
sizestandards@sba.gov

SB Programs

Certificates of Competency

Responsibility questions about the small business' ability to fulfill the contract is referred to the SBA.

[SBA COC Referrals Contact List](#)

SB Set-Asides

Commercial Market Representatives

Provides limited subcontracting assistance and the Subcontracting Program Assistance (SPA) can help you with subcontracting questions after a contract is awarded. SPA can help you with tools to match prime contractors and subcontractors, help small businesses market their services to prime contractors, and more.

[SBA CMR Contact List](#)
SPA@SBA.gov

Procurement Center Representatives

Helps small businesses win federal contracts. PCR's review many federal acquisition and procurement strategies, influence opportunities to be set aside for small businesses, conduct market research, assist small businesses with payment issues, provide counseling on the contracting process, and more.

[SBA PCR Directory](#)

PCR Roles and Responsibilities

PCR Authority and Qualifications

FAR 19.402

SBA procurement center representatives.

48 CFR § 19.402

SBA procurement center representatives.

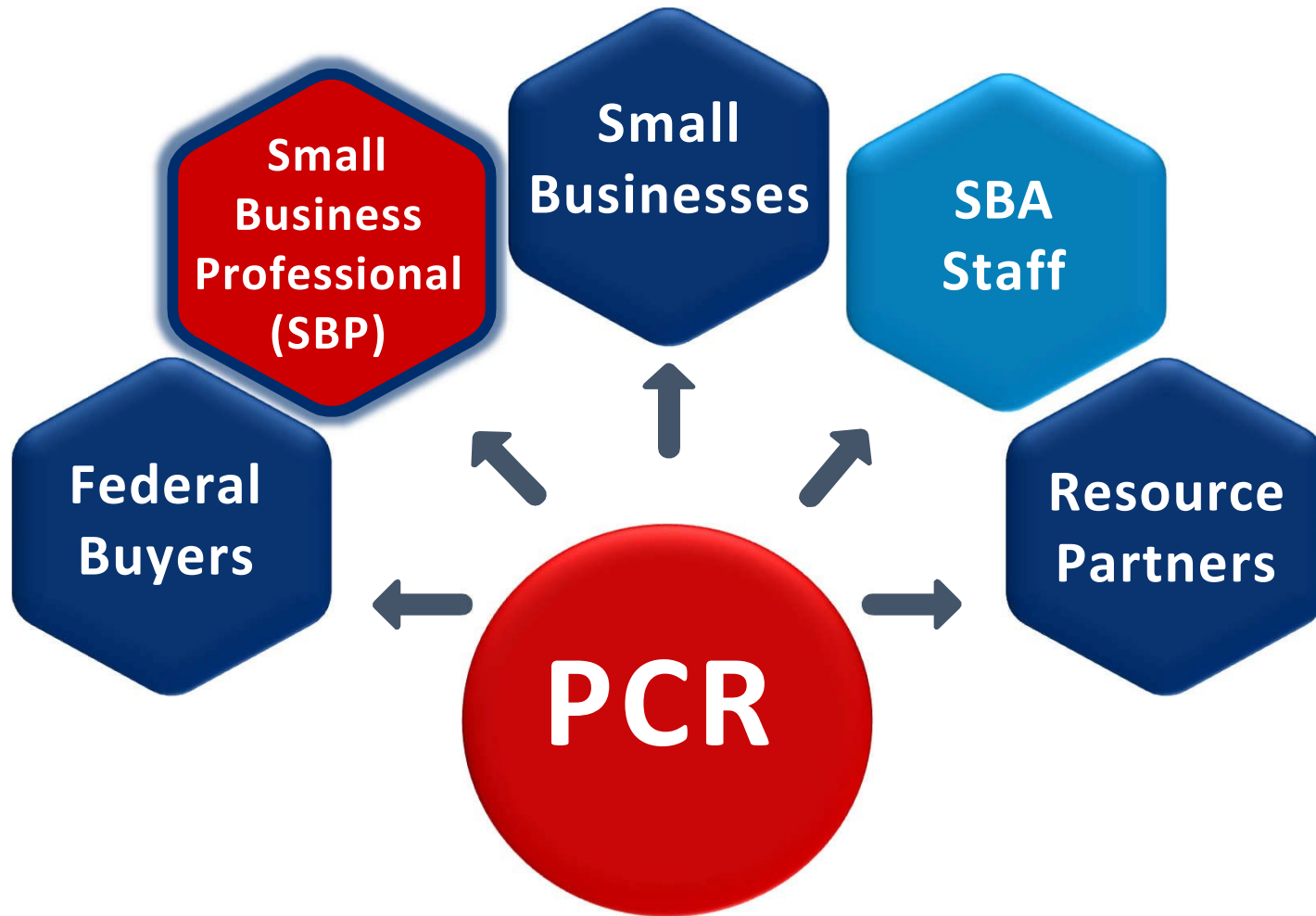
13 CFR § 125.2

SBA's responsibilities in the acquisition planning process.

1. Acquisition Professionals (1102s)
2. Level III FAC-C Certified
3. Complete OJT
4. Public Trust/Security Clearance
5. Background in Acquisitions
6. Release of contract information

PCR's Customers

PCRs interact with an array of customers on multiple levels to achieve a variety of outcomes when performing compliance and advocacy.



Procurement Center Representatives Overview



Advocate on behalf of SBs

Train other Federal agency, Resource Partner staff and Vendors



Mediate SB Issues

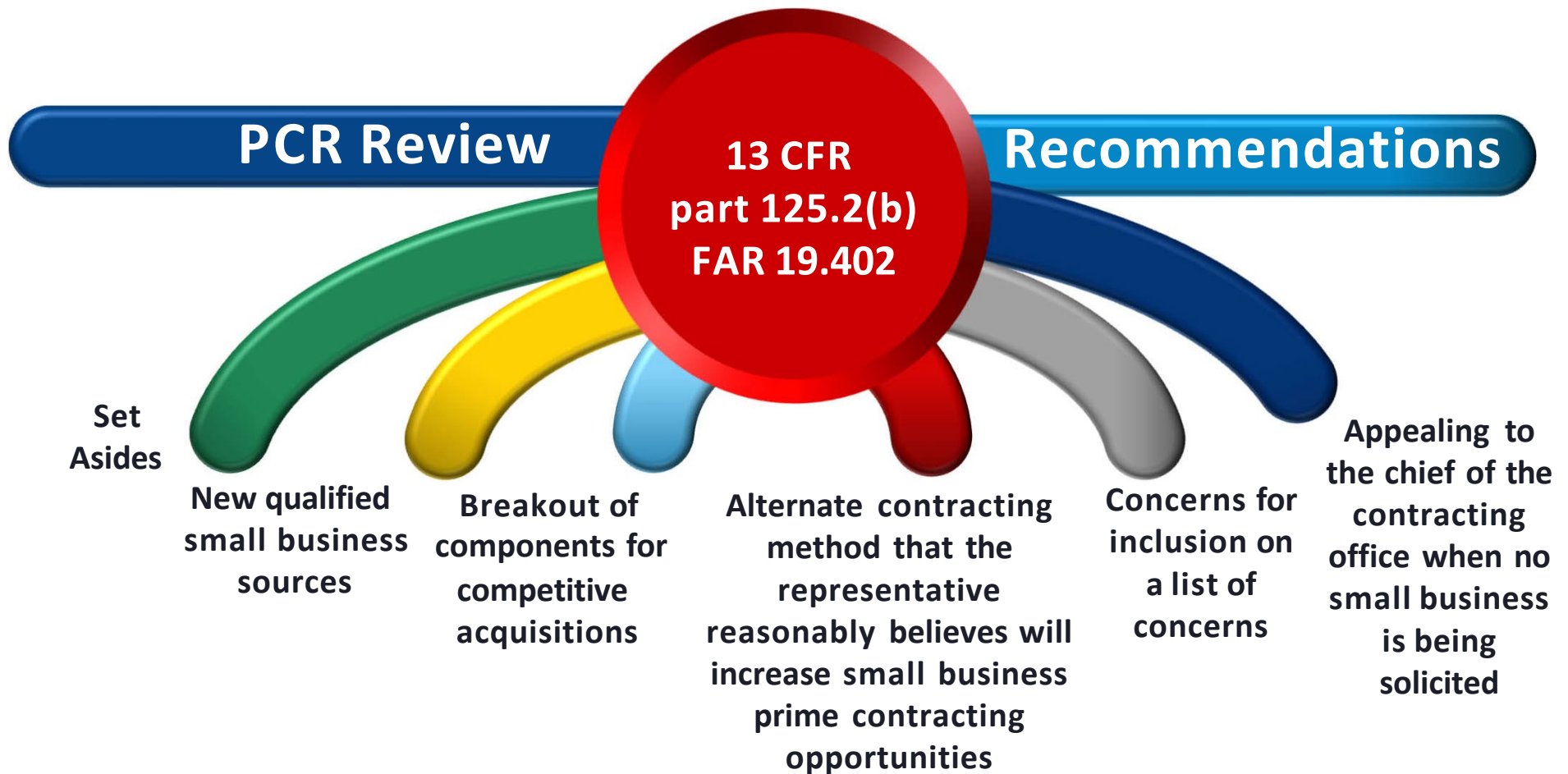


Work closely with contracting staff at Federal buying offices

- Communicates with Agency on upcoming requirements
- Review acquisitions and solicitations
- Inform agencies on updates to SB regulations and changes in SBA certification programs
- Assist agencies in meeting their SB goals through training, counseling & technical assistance
- Review Subcontracting Plans for compliance prior to award
- Receive copies of Cure/Show Cause notices of SB firms headquartered in the PCRs territory; contacts firm to offer assistance if needed
- Review buying office SB policies & procedures



PCR Reviewing Proposed Acquisitions to Make Recommendations



Procurement Center Representatives

Key FAR citations

FAR part 19.501

General.

- (a) Purpose of SB set asides & reserves
- (b) Unilateral vs. Joint SB set aside determinations
- (d) PCR can review any acquisition not set aside for SB

FAR part 19.502-9

Withdrawing or modifying small business set-asides.

FAR part 19.502-2

Rule of Two

FAR part 19.502-8

Rejecting Small Business Administration recommendations.

FAR part 19.705-5

Awards involving subcontracting plans.

PCR Resources and Tools

PCR Resources and Tools



01 Resource Partners	02 Federal Buyers	03 Small Businesses
<ul style="list-style-type: none">-Participate in outreach events-Referral System-Provide technical training on federal procurement subjects-Support SBIR/STTR-DO Engagement	<ul style="list-style-type: none">-Surveillance Reviews (SR)-Business Operation Plans-Annual PC SB Goals Analysis-Advise Senior Level Exec. (HCA)-Collaborate with SBP-Informal/Formal Form 70-Performs Extensive Market Research	<ul style="list-style-type: none">-Public Speaking Events (SME)-Provide Counsel to SBs Owners-Connect SBs to PCs-Recommend Policy changes

PCR and BOS Differences

SBA Procurement Center Representative and Business Opportunity Specialist Roles

OGC Functions (PCR)

P

- Works in SBA's Office of Government Contracting (OGC) within a particular Area.
- ***OGC focuses on procuring agencies' use of the SB programs and helping them attain agency SB goals.***
- OGC Programs center on:
 - ✓ Size determinations
 - ✓ Certificates of Competency
 - ✓ PCRs
 - ✓ Commercial Market Representatives (CMR)
 - ✓ WOSB/HUBZone

OFO Functions (BOS)

B

- Works in the SBA Office of Field Operations (OFO) at a District Office.
- ***OFO focuses on delivering SBA's wide variety of programs to help small businesses in local communities.***
- SBA District Offices deliver:
 - ✓ SBA Loan education/assistance
 - ✓ Economic development with state/local agencies & organizations (chambers)



Key differences between PCRs and BOSs

PCR

P

- Focus on Federal procuring agencies, their use of SB programs and goal attainment
- Does outreach and helps small businesses, usually on particular issues (size questions, set aside concerns, disputes)
- Provides technical assistance to procuring agencies on Limitations on Subcontracting, Non-Manufacturer Rule, set aside strategies, market research, etc.
- Assigned to specific agencies in a geographic area



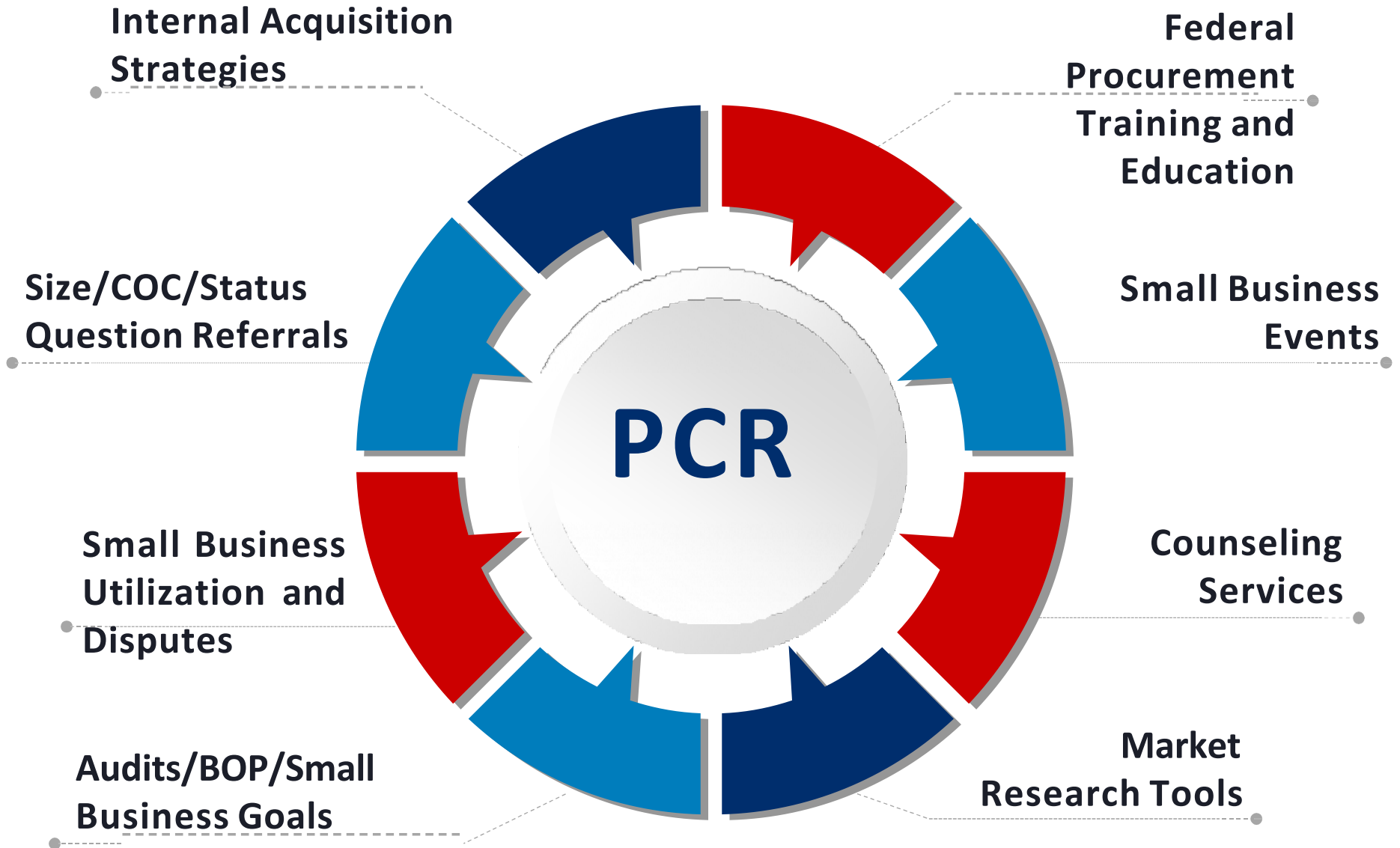
BOS

B

- Focus on local 8(a) firms, managing their 8(a) program requirements
- Processes 8(a) offer/acceptance letters and conducts 8(a) annual reviews on firms to ensure their continued eligibility
- Provides general outreach and assistance to SB's who are considering or wanting to increase business with the government (fed, state & local)
- Serves all firms in the SBA District Office's territory

When and How to Contact a PCR

When to contact a PCR



SBA PCR Directory

www.sba.gov

Procurement Center Representative x +

https://www.sba.gov/federal-contracting/counseling-help/procurement-center-representative-directory

Acquisition.gov LII - Legal Informati... SBA - Dynamic Sma... Government Contra... Bid Protest Decisio... SAM.gov | Home Splash Coordination LOG... Philip MacLean Coo... Small Business Com... SBA District Offices Government Contra... Other favorites

Hurricanes Fiona and Ian: [Learn about SBA disaster assistance.](#)

SBA U.S. Small Business Administration

Translate SBA en Español For Partners Newsroom Contact Us

Business Guide Funding Programs **Federal Contracting** Learning Platform Local Assistance About SBA

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Counseling and help

Contracting area directors

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Commercial Market Representatives

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Contact Us

Content

[Area 1 — CT, ME, MA, NH, NJ, NY, PR, RI, USVI, VT](#)

[Area 2 — AL, GA, IL, IN, MI, MN, MO, ND, OH, PA, SD, VA, WI, WV](#)

[Area 3 — AK, AZ, CA, CO, HI, IA, KS, KY, LA, MS, NE, NM, OK, TN, TX](#)

[Area 4 — AR, DE, DC, FL, HI, IL, IN, MI, MN, MO, ND, OH, PA, SD, VA, WI, WV](#)

[Area 5 — AK, AZ, CA, CO, HI, IA, KS, KY, LA, MS, NE, NM, OK, TN, TX](#)

[Area 6 — AR, DE, DC, FL, HI, IL, IN, MI, MN, MO, ND, OH, PA, SD, VA, WI, WV](#)

Contracting guide

- Assess your business
- Basic requirements
- How to win contracts
- Types of contracts
- Size standards
- Governing rules and responsibilities
- Prime and subcontracting

Contracting assistance programs

- Small Disadvantaged Business
- Women-Owned Small Business Federal Contracting program
- Veteran assistance programs
- 8(a) Business Development program
- SBA Mentor-Protégé program
- Joint ventures
- 7(j) Management and Technical Assistance program
- HUBZone program
- Natural Resource Sales Assistance program

Counseling and help

- Contracting area directors

Procurement Center Representative directory

- Commercial Market Representatives





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