
KV Kumar
Director
U.S. Indian American Chamber of Commerce

05/05/08
Date

U.S. Department of Energy
 **OSDBU**
Office of Small and Disadvantaged Business Utilization

4. COMMUNICATIONS

All notices, communications, and coordination shall be directed as follows:

A. U.S. Department of Energy:

Theresa Alvillar-Speake, Director
Office of Small & Disadvantaged Business Utilization
202.586.8383 Main
202.586.3075 Fax

Adrienne Cisneros, Associate Director
Office of Small & Disadvantaged Business Utilization
202.586.7951

B. U.S. Indian American Chamber of Commerce

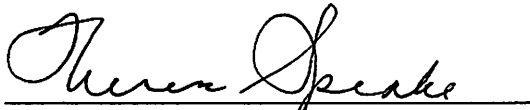
KV Kumar
Director
U.S. Indian American Chamber of Commerce
7772 E. Gainey Ranch Road
Suite # 103
Scottsdale, Arizona 85258

5. EFFECTIVE DATE AND TERM:

This MOU is entered into this 28th day of March, 2008, by and between the U.S. Department of Energy and the US Indian American Chamber of Commerce. This MOU will take effect at the time of execution and will remain in effect until either party give a 30 day notice to dissolve or supersede with another MOU.

The MOU shall not be used to obligate or commit funds to carry out the activities of this MOU. The executors of this MOU further represent that they have the authority to enter into this MOU on behalf of their respective Department and/or organization.

Executed by:



Theresa Alvillar-Speake
Director, OSDDBU
U.S. Department of Energy

3/28/08
Date

The Secretary of Energy has issued a Small Business Policy, directing all DOE Departmental Elements to ensure that small businesses are provided the maximum practicable opportunity to participate in the Department's contracting programs.

2. PURPOSE

The purpose of this MOU is to partner with USIACC to promote and maximize the participation of small and minority businesses in all DOE contracting opportunities including facility management, research and development, and science and technology programs.

3. RESPONSIBILITIES

A. U.S. Department of Energy:

1. Maintain a current Small Business Policy.
2. Establish annual small business goals.
3. Establish Small Business points of contacts at all program elements, field offices and M&O organizations.
4. Review all acquisition requirements for small business opportunities.
5. Maintain a current forecast of business opportunities at the prime and subcontracting level.
6. Conduct and support procurement and small business outreach conferences.
7. Develop and provide a Small Business Resource Directory.
8. Develop a link between DOE Forecast and USIACC websites.
9. Provide on-going Small Business status reports.

B. U.S. Indian American Chamber of Commerce:

1. "Match" DOE procurement opportunities (as provided in DOE forecast, FedBizOpps and "sources sought" requests) to membership.
2. Identify potential barriers to participation in DOE contracts (e.g. finance, bonding, staffing, and insurance).
3. Advise DOE on strategies for increasing prime contracting and subcontracting opportunities.
4. Distribute DOE Small Business information and the Resource Directory to membership.
5. Provide input to DOE on small business activities (e.g. conferences, awards, success stories).
6. Participate as a member of the DOE Small Business Advisory Team.
7. Promote and participate in the Annual DOE Small Business Conference, Expo and Matchmaking Forum.



Department of Energy
Washington, DC 20585

MEMORANDUM OF UNDERSTANDING

BETWEEN

U.S. DEPARTMENT OF ENERGY

AND

U.S. INDIAN AMERICAN CHAMBER OF COMMERCE

This Memorandum of Understanding (MOU), entered into by the U.S. Department of Energy (DOE), Office of Small and Disadvantaged Business Utilization (OSDBU) and the U.S. Indian American Chamber of Commerce (USIACC) is based on a mutual interest to identify, foster, and promote contracting opportunities for small business concerns as identified in the Small Business Act.

The parties hereto agree to co-execute this MOU for the purpose of promoting the participation of small business in DOE programs.

1. BACKGROUND

The Small Business Act, as amended, requires establishment of annual contracting goals for small businesses, small businesses owned by socially and economically disadvantaged individuals, women-owned small businesses, qualified HUBZone firms, and small businesses owned by service disabled veterans (15 U.S.C. Section 644(g)).


Executive Order 11625 "Prescribing Arrangements for Developing and Coordinating a National Program for Minority Business Enterprise," and Executive Order 12432 "Minority Business Enterprise Development" mandates that each Federal department develop strategies for including minority business enterprises in contracting opportunities.

The President's Small Business Agenda proposes that the federal government shall provide small businesses with information needed to understand applicable rules and regulations and improved access to government contracts as well as avoid contract bundling.



We look forward to working with you and your organization to find mutually beneficial ways to work with your organization in promoting more small businesses opportunities. The next monthly conference call is scheduled for Wednesday April 30th 1:00 pm EST. Conference call-in number is 301/903-9199.

Sincerely,

A handwritten signature in black ink, appearing to read "Theresa Speake". The signature is fluid and cursive, with the first name "Theresa" and last name "Speake" clearly distinguishable.

Theresa Alvillar-Speake, Director
Office of Small and Disadvantaged
Business Utilization

Enclosures



Department of Energy
Washington, DC 20585

March 28, 2008

U.S. Indian American Chamber of Commerce
KV Kumar, Director
~~7772 E. Doubletree Ranch Road, Suite #103~~
Scottsdale, AZ 85258

7272 E. GAINES RANCH ROAD
103
Scottsdale, AZ 85258
TEL #: 602-773-6806

Dear Advisory Team member:

This will follow-up on our conference call last week about your participation in the Office of Small and Disadvantaged Business Utilization (OSDBU) Small Business Advisory Team. I again want to personally thank the returning team members for their participation and welcome the new members aboard. All current and new members should sign and return the attached Memorandum of Understanding (MOU) as soon as possible.

One of the major topics of the call was the upcoming 9th Annual Small Business Conference, Expo & Matchmaking Forum in scheduled for San Antonio, Texas from June 23-26. With regard to the conference, please note the following:

- All Advisory Team organizations are requested to put www.smallbusiness-outreach.doe.gov on their website to help promote the conference. Attached are the electronic flyer, button and Newsflash for promotional use.
- All Advisory Team members and DOE Small Business Program Managers are invited to a VIP Reception on Monday night, June 23rd at 6pm. Details coming.
- Each Advisory Team organization will be provided two (2) complimentary registrations to the Conference (travel and hotel on your own) and will have free access to the Advisory Team Booth at the EXPO. Note: Matchmaking Forum is not included. Please RSVP to Rita Solon at Rita.solon@hq.doe.gov for all the above.

Another important topic was the new Business Opportunity Sessions (BOS) which we have rolled out this year. Check out our small business website and click "programs". If you have a large group in town we are happy to explore doing a special BOS for your organization. Please contact: Lee Avila Lisa.Avila@hq.doe.gov

