

MEMORANDUM OF UNDERSTANDING
BETWEEN
U.S. ENVIRONMENTAL PROTECTION AGENCY
AND
U. S. INDIAN AMERICAN CHAMBER OF COMMERCE

This Memorandum of Understanding (MOU), entered into by the Environmental Protection Agency's Office of Small and Disadvantaged Business Utilization (OSDBU) and the United States Indian American Chamber of Commerce, 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 businesses in EPA 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)).

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.

2. PURPOSE

The purpose of this MOU is to partner with the United States Indian American Chamber of Commerce to promote and maximize the participation of small and disadvantaged businesses in Environmental Protection Agency (EPA) contracting opportunities, including facility management, research and development, and science and technology programs.

3. RESPONSIBILITIES

A. Environmental Protection Agency:

1. Establish annual small business goals.
2. Establish small business points of contact in EPA's program offices and regions.
3. Review all acquisition requirements over the simplified acquisition threshold for small business opportunities.

4. Maintain a current forecast of business opportunities for prime contractors and an active list of potential subcontracting opportunities.
5. Conduct and support procurement and small business outreach conferences.
6. Maintain a database of small businesses interested in doing business with EPA.
7. Develop a link between EPA's OSDBU website and the U.S. Indian American Chamber of Commerce's website.

B. United States Indian American Chamber of Commerce:

1. "Match" EPA procurement opportunities (as provided in EPA forecasts, FedBizOpps and "sources sought" requests) to membership.
2. Identify potential barriers to participation in EPA contracts (e.g., finance, bonding, staffing, insurance).
3. Provide consultation to EPA on strategies for increasing prime contracting and subcontracting opportunities.
4. Distribute EPA small business information and promote access to the EPA database.
5. Encourage input to EPA on small business activities (e.g., conferences, awards, success stories).

4. COMMUNICATIONS

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

a. Environmental Protection Agency:

Jeanette L. Brown, Director
Office of Small & Disadvantaged Business Utilization
(202) 564-4469

David Sutton, Deputy Director
Office of Small & Disadvantaged Business Utilization
(202) 564-4444

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

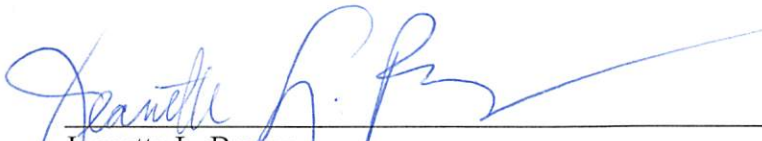
KV Kumar
National Chairman
United States Indian American Chamber of Commerce
(480) 368-5500

5. EFFECTIVE DATE AND TERM:

This MOU is entered into between the United States Environmental Protection Agency and the United States Indian American Chamber of Commerce. This MOU will take effect at the time of execution and will remain in effect until either party gives a 30-day notice to dissolve or supersede it with another MOU.

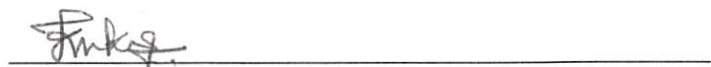
This MOU shall not be used to obligate or commit funds to carry out the activities of this MOU. The executors of this MOU further represent that they have the authority to enter into this MOU on behalf of their respective Federal agency and/or organization.

Executed by:



Jeanette L. Brown
Director, Office of Small & Disadvantaged
Business Utilization
Environmental Protection Agency

08/31/04
Date



KV Kumar
National Chairman
United States Indian American Chamber of Commerce

08/25/2004
Date