# Exhibit H – Supplier Procurement and Subcontracting Plan

Supplier must submit with its proposal this completed “Supplier Procurement and Subcontracting Plan” to show all subcontractors Supplier intends to use in performance of the Contract.

To be awarded points for the SWaM participation evaluation criterion, either Supplier or Supplier’s proposed subcontractor(s) must hold an active SWaM certification issued by the Virginia Department of Small Business and Supplier Diversity (DSBSD) as a small business **prior to the due date and time for receipt of proposals**. Small business (including micro) means a business which holds a certification as such by the DSBSD. This includes DSBSD-certified women-owned and minority-owned businesses and businesses with DSBSD service-disabled veteran owned status when they also hold a DSBSD certification as a small business. Currently, DSBSD offers small business certification and micro business designation to firms that qualify.

**Supplier shall complete both Section A and Section B below.**

**Section A: DSBSD Small Business Certification Status of Supplier**

|  |  |
| --- | --- |
| **Supplier shall check the applicable box for its DSBSD small business certification status and provide certification information, as applicable. Supplier must include a copy of its DSBSD certification with its proposal, if applicable.** | |
| Supplier is a DSBSD-Certified Small Business | |
| **Certification Number:** | **663986** |
| **Certification Date:** | 06-09-2023 |
| Supplier is not a DSBSD-Certified Small Business | |

Suppliers that are DSBSD-certified as small businesses will receive the maximum available points for the SWaM participation evaluation criterion.

**Section B: Utilization of Subcontractors**

|  |
| --- |
| **Supplier shall indicate its planned use of subcontractors in performance of the contract by checking the applicable box(es) below:** |
| Supplier intends to utilize subcontractor(s) that are DSBSD-certified Small Business(es).  *If yes, complete Section B.1.* |
| Supplier intends to utilize subcontractor(s) that are not DSBSD-certified Small Business(es).  *If yes, complete Section B.2.* |
| Supplier does not intend to utilize any subcontractors.  *If yes, no additional information required.* |

Suppliers that are not DSBSD-certified small businesses and do not plan to use DSBSD-certified small business subcontractors will not receive any points for the SWAM participation evaluation criterion.

**B.1. DSBSD-Certified Small Business Subcontracting Plan**

If Supplier plans to utilize DSBSD-certified small business subcontractor(s) in performance of the contract, then Supplier shall populate **Table 1** below to show Supplier’s overall commitment percentage that will be directly spent with DSBSD-certified small subcontractors. This commitment percentage amount will be used to scale points for the SWAM participation evaluation criterion. This proposed commitment percentage will be incorporated into the subsequent contract and will be a requirement of the contract. Failure to obtain the proposed commitment percentages may result in the application of accountability measures including, but not limited to, declaring breach of the contract.

***Table 1 – DSBSD-Certified Small Business Subcontracting Plan***

|  |  |  |  |
| --- | --- | --- | --- |
| **DSBSD Certified Small Business Name & Address**  **DSBSD Designation and Certificate #** | **Contact Person, Telephone & Email** | **Type of Goods and/or Services**  ***(please be specific; do not over-generalize)*** | **Planned Participation**  **(*briefly summarize the capacity in which the business will be utilized*)** |
| **CVC, LLC**  7348 Round Ridge Place  Chesterfield, VA 23832  **Certification Number: 663986**  **SWaM Certification Type**  Small Start Date06-09-2023  Micro Start Date06-09-2023 | Fred Norman | |  |  | | --- | --- | | 91830 | Computer Network Consulting | | 91831 | Construction Consulting | | 91832 | Consulting Services  (Not Otherwise Classified) | | 91835 | Disadvantage Business  Enterprise (DBE) and Historically  Underutilized Business (HUB)  Consulting Including Technical  Assistance | | 91838 | Education and Training  Consulting | | 91846 | Feasibility Studies (Consulting) | | 91849 | Finance/Economics Consulting | | 91858 | Governmental Consulting | | 91871 | IT Consulting | | 91875 | Management Consulting | | 91876 | Marketing Consulting | | 91879 | Minority and Small Business  Consulting | | 91883 | Organizational Development  Consulting | | 91890 | Strategic Technology Planning  and Consulting Services | | 91895 | Telecommunications Consulting | | 96151 | Lobby Services | | |  |  | | --- | --- | | 91832 | Consulting Services (Not  Otherwise Classified) | | 91835 | Disadvantage Business  Enterprise (DBE) and Historically  Underutilized Business (HUB)  Consulting Including Technical  Assistance | | 91838 | Education and Training  Consulting | | 91846 | Feasibility Studies (Consulting) | | 91849 | Finance/Economics Consulting | | 91858 | Governmental Consulting | | 91871 | IT Consulting | | 91875 | Management Consulting | | 91876 | Marketing Consulting | | 91879 | Minority and Small Business  Consulting | | 91883 | Organizational Development  Consulting | | 91890 | Strategic Technology Planning  and Consulting Services | | 96151 | Lobby Services | |  |  | |  |  | |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**DSBSD-Certified Small Business Total Spend Commitment Percentage: \_\_\_\_\_\_%**

***Insert whole numbers only, with no ranges or other qualifying language such as “up to,” “at least,” or “approximately.”***

**B.2. Subcontracting Plan for Subcontractor(s) that not DSBSD-certified Small Business(es)**

Supplier shall populate **Table 2** below to indicate Supplier’s plans for utilization of businesses in the performance of this contract that are not specified in **Section B.1 Table 1.**

***Table 2 - Plans for Utilization of Subcontractor(s) that are not DSBSD-certified Small***

***Business(es)***

|  |  |  |  |
| --- | --- | --- | --- |
| **Business Name & Address** | **Contact Person, Telephone & Email** | **Type of Goods and/or Services**  ***(please be specific; do not over-generalize)*** | **Planned Participation**  **(*briefly summarize the capacity in which the business will be utilized*)** |
|  |  |  |  |
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