

**DEPARTMENT OF HEALTH AND MENTAL HYGIENE**

Goal Setting Veteran-Owned Small Business Enterprise (VSBE) Solicitation Review & Approval Form

ADPICS # M00R M00B CO		OPASS #		Solicitation Title:			
Select :	<input type="checkbox"/> New Procurement	<input type="checkbox"/> Retro/Emergency	<input type="checkbox"/> Sole Source	<input type="checkbox"/> IGCP	<input type="checkbox"/> OPTION	<input type="checkbox"/> MOD	
Anticipated Dollar Amount: \$			OPASS Contract Officer:				
Administration:			OPASS Contract Officer Phone#:				
Contact Name & Number:			Anticipated Start Date:				
Incumbent vendor (if applicable)			Non-Profit: <input type="checkbox"/>	MBE: <input type="checkbox"/>	SBR: <input type="checkbox"/>		

(If incumbent vendor, please attach most recent budget)

Vendor Name: _____	: _____	VSBE Goal: % _____	Goal Met: <input type="checkbox"/> Yes <input type="checkbox"/> No
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Include an explanation and justify your goal. Your goal factors should include available VSBEs who are verified by the Center for Veterans Enterprise of the United State Department of Veterans Affairs([www.vetbiz.gov](http://www.vetbiz.gov))


**RECOMMENDATION:**

- \_\_\_\_\_ Approved as submitted.
- \_\_\_\_\_ Approved with recommended changes (see comments)
- \_\_\_\_\_ Denied:
  - \_\_\_\_\_ Stated goal is insufficient. Recommended goal is: \_\_\_\_\_%
  - \_\_\_\_\_ Failure to include justification for VSBE subcontracting goal.
  - \_\_\_\_\_ Other (see comments)

Reviewed by Procurement Review Group: \_\_\_\_\_  
 MBE Administrator/Liaison: \_\_\_\_\_ Date \_\_\_\_\_  
 Attorney General: \_\_\_\_\_ Date \_\_\_\_\_  
 Director of OPASS: \_\_\_\_\_ Date \_\_\_\_\_  
 Procurement Review Group Member: \_\_\_\_\_ Date: \_\_\_\_\_

Note: Submit options with VSBE goals only. Attach original goal justification, additionally document total dollars spent with incumbent and total dollar amount with certified MBE subs. If goal is not being met submit a corrective action plan.

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**VSBE SEARCH RESULTS**

<b>Categories Subcontractable</b>	<b>Number of Certified Companies in each Category</b>	<b>Estimated Dollar Value</b>	<b>Percentage of Anticipated Award</b>
<b>TOTALS</b>		\$	%