

**GEORGIA INSTITUTE OF TECHNOLOGY  
GEORGIA TECH RESEARCH CORPORATION  
GEORGIA TECH APPLIED RESEARCH COPORATION  
Office of Sponsored Programs  
Atlanta, Georgia 30332-0420**

**MASTER SUBCONTRACTING PLAN  
SUBMITTED IN ACCORDANCE WITH PL 95-507,  
PL103-355, PL 105-135, PL 100-180, 103-337 and PL 106-50**

This Master Subcontracting Plan is submitted to the Office of Naval Research, the cognizant Administrative Contracting Office, as the FY2014 plan by Georgia Tech Research Corporation, Georgia Tech Applied Research Corporation/Georgia Institute of Technology, hereinafter referred to as Georgia Tech, for subcontracting with small business concerns, small disadvantaged business concerns, women-owned small business concerns, HUBZone small business concerns, veteran-owned small business concerns, service disabled veteran-owned small business concerns, historically black colleges and universities, and minority institutions. Georgia Tech will periodically prepare individual subcontracting plan goals as addenda to this Master Subcontracting Plan. It is understood that this Master Subcontracting Plan may be incorporated by reference into the individual subcontracting plans, and that any deviations from this Master Plan will be clearly set forth in the individual subcontracting plan. This Master Subcontracting Plan, once approved, will be effective for three years and will be utilized for all federal contracts requiring the submission of a small business-subcontracting plan.

**1. GOALS**

Individual Small Business Program goals will be provided for each individual subcontracting plan. The goals will include percentages, dollars and a description of products and/or services to be obtained from small business concerns (SBs), including Alaska Native Corporations (ANC's) and Indian Tribes, small disadvantaged business concerns (SDBs), women-owned small business concerns (WOSBs), HUBZone small business concerns, veteran-owned small business concerns, (VOSBs), service-disabled veteran-owned small business concerns (SDVOSBs), historically black colleges and universities (HBCUs), and minority institutions (MIs), as indicated by Exhibit A.

The goal statement will include total dollars planned to be subcontracted, clearly stating for each individual plan total dollars to be subcontracted to SBs (including ANC's and Indian Tribes), SDBs, WOSBs, HUBZone small businesses, VOSBs, SDVOSBs, HBCUs, and MIs.

## 2. METHOD FOR DEVELOPMENT OF SUBCONTRACTING GOALS

A thorough examination will be made of every opportunity for subcontracting to SBs (including ANC's and Indian Tribes), SDBs, WOSBs, HUBZone small businesses, VOSBs, SDVOSBs, HBCUs, and MIs. ("Subcontracting" as used herein includes all materials, supplies and services which, to the best of Georgia Tech's knowledge, will be procured as part of the work under any contract). This examination will include careful consideration of all materials, supplies and services that could potentially be subcontracted. Specifically excluded is work to be accomplished by Georgia Tech "in-house", direct labor, and travel (which as a matter of policy is not procured by Georgia Tech but rather is the responsibility of individual employees, subject to reimbursement). Each individual subcontracting plan will specify materials, supplies and services potentially subject to subcontracting to SBs (including ANC's and Indian Tribes), SDBs, WOSBs, HUBZone small businesses, VOSBs, SDVOSBs, HBCUs, and MIs. If there are qualified SBs (including ANC's and Indian Tribes), SDBs, WOSBs, HUBZone small businesses, VOSBs, SDVOSBs, HBCUs, and MIs that offer the required materials, supplies and services, they will be used whenever possible. Reasonable goals are set after considering the value of the needed subcontracts and the pool of qualified firms or vendors.

## 3. DESCRIPTION OF SUPPLIES AND SERVICES

The goal statement for each individual plan will include a description of the principal types of supplies and services to be subcontracted to SBs (including ANC's and Indian Tribes), SDBs, WOSBs, HUBZone small businesses, VOSBs, SDVOSBs, HBCUs, and MIs.

Georgia Tech is a research and development organization that procures a wide variety of materials, equipment, and services. Primarily, Georgia Tech procures non-recurring Engineering efforts, technical equipment and services, laboratory equipment, prototyping, tooling, and other goods and services required to support ongoing validation, research, and developmental efforts. Individual subcontracting plans will provide detailed plans for subcontracting to small business (including ANCs and Indian tribes), veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, historically black colleges or universities, small disadvantaged business (including ANCs and Indian tribes), and women-owned small business concerns.

The majority of contracts performed by Georgia Tech are for Research and Development, wherein a significant portion of subcontracting (dollars) involves procurement of very high technology, state of the art parts and hardware. The known sources for this type of equipment are limited and generally provide less of an opportunity for participation by SBs (including ANC's and Indian Tribes), SDBs, WOSBs, HUBZone small businesses, VOSBs, SDVOSBs, HBCUs, and MIs than one would find in commercial, industrial, or production type contracts.

## 4. IDENTIFICATION OF POTENTIAL SOURCES

To identify potential sources among SBs, SDBs, WOSBs, HUBZone small businesses, VOSBs, SDVOSBs, and HBCUs/MIs, Georgia Tech has available, uses, and will continue to use in the future, as appropriate, trade associations, federal agencies, and local sources, as follows:

- National Contract Management Association
- National Minority Purchasing Council
- Office of Minority Business Administration
- Small Business Administration
- National Association of Black Manufacturers
- Southeast Association of Minority Manufacturers
- Georgia Minority Supplier Development Council
- Alliance for Business Development
- Technology Commercialization Center, Enterprise Innovation Institute, Georgia Institute of Technology
- Council on Governmental Relations (COGR)
- National Association of College and University Business Officers (NACUBO)
- American Council on Education
- American Association of State Colleges and Universities (AASCU)
- MOLIS - The Minority On-Line Information Service
- Try Us - A publication listing minority businesses, nationwide
- Small Business Administration's "System for Award Management" (SAM.GOV)

Georgia Tech continually strives to learn about other agencies, associations and organizations, which might be helpful in identifying potential sources. MOLIS, the Minority On-Line Information Service, is an on-line database retrieval service of HBCU and MI capabilities and contains information on federal agency education, research equipment and employment opportunities. Georgia Tech researchers will be encouraged to utilize this database to identify HBCUs and MIs with the capability to provide high technology services in research and development.

Georgia Tech Business Services conducts Outreach efforts to identify potential small business and socio-economic sources, and in CY2013 has worked to establish a comprehensive partnership including:

Minority and small business trade associations, specifically:

- Georgia Minority Supplier Development Council
- Georgia Tech Procurement Assistance Center (GTPAC)
- Invest Atlanta
- Georgia Chamber of Commerce
- Georgia Department of Economic Development
- Atlanta office for the U.S. Small Business Administration

Contacts with business development organizations, specifically:

- Georgia Tech Alumni Association
- Advanced Technology Development Center (ATDC)

Attendance at small and minority business procurement conferences

- BizTech 2013
- Center for Disease Control Small Business Day 2013

These relationships will be expanded upon through outreach and information sharing efforts.

Georgia Tech is working to develop internal data analysis to identify the small and socioeconomic businesses that we are currently doing business with, and will begin to capture that data for reporting purposes. We are also identifying processes to capture actions typical of the type that can be performed by such businesses. These will result in the drafting of policies that will allow their utilization in accordance with State of Georgia guidelines.

## 5. USE OF INDIRECT COSTS AND METHOD FOR DETERMINING PROPORTIONATE SHARE

The goals included in each subcontracting plan **do include indirect costs**. These costs are calculated by analyzing historical procurement activity of purchases made to SBs, SDBs, WOSBs, HUBZone small businesses, VOSBs, SDVOSBs, HBCUs and MIs utilizing a percentage of those overhead dollars that are used for purchases.

## 6. SUBCONTRACTING PLAN ADMINISTRATOR

Greg Bradley, Contracting Specialist for the Office of Sponsored Programs, will serve as the subcontracting plan administrator. He is directly responsible for the preparation of subcontracting plans. He coordinates with Georgia Tech's Business Services and provides information on goods and services needed by the Project Directors/Principal Investigators (PDs/PIs) for their projects. Coordinating with the PDs/PIs, he develops goals for SBs, SDBs, WOSBs, HUBZone small

businesses, VOSBs, SDVOSBs, HBCUs and MIs. He provides the required liaison between PDs/PIs and the Office of Sponsored Programs. Mr. Bradley is also responsible for submitting the Individual Subcontract Reports (ISR) and the Summary Subcontract Report (SSR) into the Electronic Subcontracting Report System (eSRS); and providing prime contract numbers and points of contact. Greg's contact information is listed below:

Name:	<b>Greg Bradley</b>
Title:	Contracting Specialist for the Office of Sponsored Programs
Address:	505 10 <sup>th</sup> Street NW, Atlanta GA 30332-0420
Telephone:	404 894 6938
Email Address	greg.bradley@osp.gatech.edu

As part of Georgia Tech's subcontracting plan administration, the Georgia Tech Research Institute - Office of Sponsored Project Accounting (GTRI - SPA) and Georgia Tech's Office of Business Services are responsible for establishing and maintaining records of solicitation and subcontract award activity, monitoring attainment of proposed goals and preparation of periodic subcontracting reports.

## 7. EFFORTS TO ASSURE EQUITABLE OPPORTUNITY FOR COMPETITION

As an agency of the State of Georgia, it is the policy of Georgia Tech that small and minority businesses shall have the maximum practicable opportunity to participate in the performance of subcontracts let by any Georgia Tech unit, and that Georgia Tech will fully comply with the requirements of PL 95-507; PL 103-355; PL 105-135; PL 100-180; PL 103-337 and PL 106-50, in implementing directives issued by federal agencies. As a subcontractor to the United States Government, Georgia Tech supports the programs which promote the development of small business concerns, small business concerns owned and controlled by socially and economically disadvantaged individuals and small businesses owned and controlled by women, in addition to historically black colleges and universities and minority institutions.

Georgia Tech is required by the Georgia Department of Administrative Services, State Purchasing Division, to use the state's eSource (formerly eQuote) online system for all Request for Quote and Request for Proposal. This system references the State Procurement Manual and incorporates the following from it:

### **SECTION I.3.5 - Small and Minority Businesses**

It is the policy of the state of Georgia that small and minority businesses have a fair and equal opportunity to participate in the state purchasing process. The State Purchasing Division's (SPD) Supplier and Customer Relations unit works with state entities to provide the small and minority business communities with access to information and bid opportunities. Supplier and Customer Relations unit also provides technical assistance and training to help these businesses understand how to do business with the state of Georgia. Supplier and Customer Relations unit conducts "Supplier Orientation" sessions

that provide general information on how to become a registered supplier with the state of Georgia, marketing strategies and other useful information. Additional information about the State Purchasing Division's Supplier and Customer Relations unit can be found on State Purchasing Division's website: <http://doas.ga.gov/StateLocal/SPD/Pages/Home.aspx>

In an effort to assist minority-owned businesses, Georgia law permits an income tax adjustment on the state tax return of any company that subcontracts with a certified minority-owned firm to furnish goods, property or services to the state of Georgia (O.C.G.A. Section 48-7-38). Suppliers should consult with their tax advisors to find out how to take advantage of these tax credits.

The Georgia Tech Purchasing Department maintains close liaison with the Georgia Procurement Assistance Center (GPAC), an outreach center headquartered at Georgia Tech with field offices statewide. The GPAC participates in and sponsors procurement outreach conferences on a quarterly basis. This outreach effort shall continue in the future.

All procurement actions published to the Georgia Procurement Registry (GPR) have a positive statement concerning small business and minority participation. All solicitations must include statements encouraging minority business participation and statements encouraging majority businesses to subcontract with minority businesses. Solicitations should also include notification of the income tax credit that is available to any business that subcontracts with a minority-owned business. Examples of both of these statements are already included in the State Procurement Division's approved solicitation templates.

In an effort to strengthen our small business outreach program, Georgia Tech has appointed Ms. Kelli Stancil as Small and Minority Business Coordinator to serve as liaison between Georgia Tech and minority vendors. The Small and Minority Business Coordinator provides one-on-one assistance to small business concerns, small disadvantaged business concerns, women-owned small business concerns, HUBZone small business concerns, and veteran-owned small business concerns; this liaison also ensures that bid information is widely and appropriately disseminated.

*Small and Minority Business Coordinator for Business Services, Georgia Tech*

Name	<b>Ms. Kelli Stancil</b>
Title	Contracting Officer/Small Business and Socio-economic Advocate
Address	711 Marietta Street, Atlanta GA 30332-0303
Telephone	404 895 0585
Email Address	<a href="mailto:Kelli.Stancil@business.gatech.edu">Kelli.Stancil@business.gatech.edu</a>

The Georgia Tech Business Services website contains policy, procedure and contact information for any vendor interested in working with the Institute. <http://www.procurement.gatech.edu/> Potential offerors are identified at various outreach events and lists provided by our partnering organizations; particularly GTPAC.



## 8. ASSURANCE OF FLOWDOWN CLAUSE INCLUSION

Georgia Tech warrants that it will include FAR clauses 52.219-8 entitled, "Utilization of Small Business Concerns" in all subcontracts which offer further subcontracting opportunities and will require all subcontractors (except small business concerns) who receive subcontracts in excess of \$650,000 or in the case of a contract for the construction of any public facility, \$1,500,000, to adopt and comply with a subcontracting plan similar to the plan required by FAR 52.219-9 entitled, "Small Business Subcontracting Plan". Such Plans will be reviewed by comparing them with the provisions of PL 95-507 and assuring that all minimum requirements of an acceptable subcontracting plan have been satisfied. The acceptability of percentage goals shall be determined on a case-by-case basis depending on the supplies/services involved, the availability of potential small, veteran-owned small business, service disabled veteran-owned, HUBZone small, small disadvantaged and women-owned small business subcontractors, and prior experience. Once approved and implemented, plans will be monitored through the submission of periodic reports, and/or, as time and availability of funds permit, periodic visits to subcontracting program participants.

## 9. STUDIES, SURVEYS, SUBMISSION OF REPORTS

Georgia Tech agrees to submit such periodic reports and cooperate in any studies or surveys as may be required by the contracting agency or the Small Business Administration in order to determine the extent of compliance by the contractor with the subcontracting plan and with the clause entitled "Utilization of Small Business Concerns" contained in the applicable contract.

In accordance with Federal Acquisition Regulation part 19.704, Georgia Tech assures it will submit "Individual Subcontracting Reports (ISR)" within the Electronic Subcontracting Reporting System (eSRS) located at <http://www.esrs.gov>. Regardless of the effective date of this contract, the report will be submitted for the entire life of the contract within thirty (30) days after the close of each reporting period.

In accordance with Federal Acquisition Regulation part 19.704, Georgia Tech assures it will submit the "Summary Subcontracting Report" within the Electronic Subcontracting Reporting System (eSRS) located at <http://www.esrs.gov>. The Summary Report of DOD awards will be submitted within thirty (30) days after the close of each reporting period.

## 10. RECORDS MAINTENANCE, SOURCE LISTS

Georgia Tech will maintain complete records, which will demonstrate compliance with subcontracting goals and plans. Those records will include source lists, guides and other data that identify SBs, SDBs, WOSBs, HUBZone small businesses, and VOSBs, SDVOSBs as follows:

- Small Business Administration's PRO-NET System located at:  
[http://dsbs.sba.gov/dsbs/dsp\\_dsbs.cfm](http://dsbs.sba.gov/dsbs/dsp_dsbs.cfm)
- National Minority Purchasing Council Vendor Information Service Directory

- Office of Minority Business Development Agency, Department of Commerce Listing
- National Minority Business Directory
- State of Georgia, Department of Administrative Services, Small Business, Small Minority Business Listing Service
- Atlanta Area Minority Business Directory
- Southeast Association of Minority Manufacturer's Participant Directory
- National Association for Equal Opportunity in Higher Education, NAFFEO/DOD Project HBCUW Liaison Officer's Source List

Records on each subcontract solicitation resulting in an award greater than \$100,000, and indicating whether SBs, SDBs, WOSBs, HUBZone small businesses, VOSBs, SDVOSBs, HBCUs, and MIs were solicited and if not, why not, and if applicable, the reason award was not made to a SB, SDB, WOSB, HUBZone small business, VOSBs, SDVOSBs, HBCU or MI. Georgia Tech currently maintains for each procurement a record of bid summary, which provides the classification of each bidding concern and the basis for award, such as lowest bid, sole source, and reasonableness.

Records will be kept concerning on-going and continuous outreach efforts, such as contact with trade associations, business development organizations, and conferences or trade fairs to locate small, small disadvantaged business, women-owned small business, HUBZone small business, veteran-owned small business and sources. In an attempt to increase the number of small business sources, including small disadvantaged business, women-owned small business, HUBZone small business, and veteran-owned small business, service-disabled veteran-owned small business sources awarded subcontracts, Georgia Tech participates in vendor fairs, attends seminars, and maintains an active listing of vendor profiles identifying small businesses, small disadvantaged businesses, women-owned small businesses, HUBZone small businesses, veteran-owned small businesses and service-disabled veteran-owned small businesses.

## 11. IMPLEMENTATION OF THIS MASTER SUBCONTRACTING PLAN

To effectively implement this plan to the extent consistent with efficient contract performance, Georgia Tech will perform the following functions:

- (a). Facilitate participation of SBs, SDBs, WOSBs, HUBZone small businesses, VOSBs, and SDVOSBs by contacting prospective vendors and ascertaining their capabilities. Information on SBs, SDBs, WOSBs, HUBZone small businesses,



VOSBs, SDVOSBs is sought out by searching SBA's on-line PRO-NET System and utilizing the Georgia Small Business Development Center, by visiting their website at: <http://www.georgiasbdc.org/>. The Georgia Small Business Development Center publishes the Georgia Minority Supplier Directory at: [http://www.georgiasbdc.org/pdfs/mbe\\_directory.pdf](http://www.georgiasbdc.org/pdfs/mbe_directory.pdf).

- (b). Regarding "make or buy" decisions: Research and development work, by its very nature, does not involve any significant "make or buy" decisions, as might be common in an industrial production environment. Georgia Tech's facilities are limited to laboratory/experiment capabilities and, thus, wherever requirements exist for supplies or services beyond this laboratory/experimental level; the decision is automatically "to buy." The goals expressed in individual plans, therefore, maximize the decision "to buy."
- (c). All SBs, SDBs, WOSBs, HUBZone small businesses, VOSBs, and SDVOSBs who express an interest in subcontracting with Georgia Tech are encouraged to prepare a vendor profile. Their capabilities and facilities are recorded into the vendor database, and all appropriate subcontracting opportunities that exist are described to them.
- (d). Subcontractors to Georgia Tech who are small disadvantaged businesses will be reminded that they need to certify with the Small Business Administration (SBA) or a private certifier, as outlined in 13 CFR part 124. HUBZone small business concerns will also be reminded that they must be certified by SBA and must appear on the "HUBZone List of Qualified HUBZone Small Business Concerns," which can be accessed from <http://www.sba.gov/hubzone/>.
- (e). All subcontractors to Georgia Tech are advised via it's Vendor Profile Form of the penalties and remedies for misrepresentations for business status as a small business, small disadvantaged business, women-owned small business, HUBZone small business, veteran-owned small business or service-disabled veteran-owned small business for the purpose of obtaining a subcontract.

## 12. CHANGES

Because the prime contract for which this Master Plan will apply is for research and development, there may be changes in the direction or scope of the work of individual prime contracts, which necessitate changes to fiscal budgets. Nothing in this plan will preclude changes otherwise authorized by the individual prime contract.

*Bruce Henry*

Signed:  
for Greg Bradley, Contracting Specialist  
Subcontracting Plan Administrator, OSP

*8/12/13*

Date:

*D. Duane Hutchison*

Approved:  
Duane Hutchison  
Executive Director  
Office of Sponsored Programs  
GTRC/GTARC

*8.12.13*

Date:

Approved:  
James Gandy  
Administrative Contracting Officer  
Office of Naval Research  
Atlanta Regional Office  
100 Alabama Street, Suite 4R15  
Atlanta GA 30303-3104

Date:

**GEORGIA INSTITUTE OF TECHNOLOGY  
 GEORGIA TECH RESEARCH CORPORATION  
 Office of Sponsored Programs  
 Atlanta, Georgia 30332-0420  
 SUBCONTRACTING PLAN**

**SUBMITTED IN ACCORDANCE WITH PL 95-507  
 AND AS EXHIBIT A TO MASTER SUBCONTRACTING PLAN APPROVED \_\_\_\_\_**

**1. CONTRACT IDENTIFICATION:**

Sponsor:  
 Proposal Title:  
 GIT ID:  
 GIT Technical Contact:

**2. CONTRACTOR:**

Georgia Tech Research Corporation/Georgia Institute of Technology, Atlanta, Georgia 30332  
 (herein referred to as GEORGIA TECH).

**3. GOALS:**

The total estimated cost of the contract is \_\_\_\_\_ proposed over \_\_\_\_\_ months. The goals for subcontracting with small business concerns (SBs), including Alaska Native Corporations (ANCs) and Indian Tribes, small disadvantaged business concerns (SDBs), including historically black colleges and universities (HBCUs) and minority institutions (MIs), women-owned small business concerns (WOSBs), HUBZone small business concerns, veteran-owned small business concerns (VOSBs) and service-disabled veteran-owned small businesses (SDVOSBs) are estimated to be as follows:

M&S = Materials and Supplies

a. Total Potential Subcontracting	$(M\&S + \text{Equipment} + \text{Subcontracts}) + (0.34 * \text{Overhead}) = \mathbf{a}$	100%
b. Small Business Goals (% of a; includes SDB/WOSB/HBCUs/MIs/HUBZone/VOSB/SDVOSB)	$((0.2 * M\&S) + (\text{dollars for equipment purchased from or subcontracts established with a known SB}) + (0.26 * \text{Overhead}) + (c) + (d) + (e) + (f) = \mathbf{b}$	$b/a = \%$
c. Small Disadvantaged Business Goals (% of a; includes HBCUs/MIs)	$(0.05 * M\&S) + (\text{dollars for equipment purchased from or subcontracts established with a known SDB}) + (0.039 * \text{Overhead}) = \mathbf{c}$	$c/a = \%$
d. Women-Owned Small Business	$(0.02 * M\&S) + (\text{dollars for equipment purchased from or subcontracts established with a known WOSB}) + (0.02 * \text{Overhead}) = \mathbf{d}$	$d/a = \%$
e. HUBZone Business	$(0.01 * M\&S) + (\text{dollars broken out for equipment purchased from or subcontracts established with a known HUBZone SB}) + (0.01 * \text{Overhead}) = \mathbf{e}$	$e/a = \%$
f. Veteran-Owned Small Business	$(0.01 * M\&S) + (\text{dollars broken out for equipment purchased from or subcontracts established with a known VOSB}) + (0.01 * \text{Overhead}) = \mathbf{f}$	$f/a = \%$
g. Service-Disabled Veteran-Owned Small Business	$(0.01 * M\&S) + (\text{dollars broken out for equipment purchased from or Subcontracts established with a known SDVOSB}) + (0.01 * \text{Overhead}) = \mathbf{g}$	$g/a = \%$
h. Other Than Small Business	$((M\&S) - ((0.2 * M\&S) + (0.05 * M\&S) + (0.02 * M\&S) + (0.01 * M\&S) + (0.01 * M\&S))$ $((\text{Equipment}) - (\text{dollars for equipment purchased from known SDB, SDB, WOSB, HUBZone, VOSB or SBVOSB})) +$ $((\text{Subcontracts}) - (\text{dollars for known subcontracts established with a SDB, SDB, WOSB, HUBZone, VOSB or SBVOSB})) +$ $((0.34 * \text{Overhead}) - (0.26 * \text{Overhead}) - (0.039 * \text{Overhead}) - (0.02 * \text{Overhead}) - (0.01 * \text{Overhead}) - (0.01 * \text{Overhead})) = \mathbf{h}$	$h/a = \%$
Total Direct Dollars	$(M\&S + \text{Equipment} + \text{Subcontracts}) = \mathbf{TD}$	$TD/a = \%$
Total Indirect Dollars	$(0.34 * \text{Overhead}) = \mathbf{TID}$	$TID/a = \%$

**4. DESCRIPTION OF SUPPLIES AND SERVICES:** Potential items to be purchased from a Small Business (including ANCs and Indian Tribes), Small Disadvantaged Business, Women Owned Business, HUBZone small business, Veteran-owned small business or Service-disabled veteran-owned small business are as follows:

**5. Other than small business:** Same items as listed above when not available from a small business.

Signed:

Approved:

\_\_\_\_\_  
 Greg Bradley  
 Contracting Specialist, OSP  
 Date:

\_\_\_\_\_  
 G. Duane Hutchison  
 Executive Director, Office of Sponsored Programs  
 Date:

**GEORGIA INSTITUTE OF TECHNOLOGY  
 GEORGIA TECH APPLIED RESEARCH CORPORATION  
 Office of Sponsored Programs  
 Atlanta, Georgia 30332-0420  
 SUBCONTRACTING PLAN**

**SUBMITTED IN ACCORDANCE WITH PL 95-507  
 AND AS EXHIBIT A TO MASTER SUBCONTRACTING PLAN APPROVED**

**1. CONTRACT IDENTIFICATION:**

Sponsor:  
 Proposal Title:  
 GIT ID:  
 GIT Technical Contact:

**2. CONTRACTOR:**

Georgia Tech Applied Research Corporation/Georgia Institute of Technology, Atlanta, Georgia 30332 (herein referred to as GEORGIA TECH).

**3. GOALS:**

The total estimated cost of the contract is \_\_\_\_\_ proposed over \_\_\_\_\_ months. The goals for subcontracting with small business concerns (SBs) including Alaska Native Corporations (ANCs) and Indian Tribes, small disadvantaged business concerns (SDBs), including historically black colleges and universities (HBCUs) and minority institutions (MIs), women-owned small business concerns (WOSBs), HUBZone small business concerns, veteran-owned small business concerns (VOSBs) and service disabled veteran-owned small businesses (SDVOSBs) are estimated to be as follows:

M&S = Materials and Supplies                      G&A = General and Administrative

a. Total Potential Subcontracting	$(M\&S + \text{Equipment} + \text{Subcontracts}) + (0.34 * \text{Overhead}) + (G\&A) = \mathbf{a}$	100%
b. Small Business Goals (% of a; includes SDB/WOSB/HBCUs/MIs/HUBZone/VOSB/SDVOSB)	$((0.2 * M\&S) + (\text{dollars for equipment purchased from or subcontracts established with a known SB}) + (0.26 * \text{Overhead}) + (0.26 * G\&A)) + (c) + (d) + (e) + (f) = \mathbf{b}$	$b/a = \%$
d. Small Disadvantaged Business Goals (% of a; includes HBCUs/MIs)	$(0.05 * M\&S) + (\text{dollars for equipment purchased from or subcontracts established with a known SDB}) + (0.039 * \text{Overhead}) + (0.039 * G\&A) = \mathbf{c}$	$c/a = \%$
d. Women- Owned Small Business	$(0.02 * M\&S) + (\text{dollars for equipment purchased from or subcontracts established with a known WOSB}) + (0.02 * \text{Overhead}) + (0.02 * G\&A) = \mathbf{d}$	$d/a = \%$
e. HUBZone Business	$(0.01 * M\&S) + (\text{dollars broken out for equipment purchased from or subcontracts established with a known HUBZone}) + (0.01 * \text{Overhead}) + (0.01 * G\&A) = \mathbf{e}$	$e/a = \%$
f. Veteran-Owned Small Business	$(0.01 * M\&S) + (\text{dollars broken out for equipment purchased from or subcontracts established with a known VOSB}) + (0.01 * \text{Overhead}) + (0.01 * G\&A) = \mathbf{f}$	$f/a = \%$
g. Service-Disabled Veteran-Owned Small Business	$(0.01 * M\&S) + (\text{dollars broken out for equipment purchased from or subcontracts established with a known SDVOSB}) + (0.01 * \text{Overhead}) + (0.01 * G\&A) = \mathbf{g}$	$g/a = \%$
h. Other Than Small Business	$((M\&S) - ((0.2 * M\&S) + (0.05 * M\&S) + (0.01 * M\&S) + (0.01 * M\&S) + (0.01 * M\&S)) + ((\text{Equipment}) - (\text{dollars for equipment purchased from known SDB, SDB, WOSB, HUBZone, VOSB, or SDVOSB})) + ((\text{Subcontracts}) - (\text{dollars for known subcontracts established with a SDB, WOSB, HUBZone, VOSB or SDVOSB})) + ((0.34 * \text{Overhead}) - (0.26 * \text{Overhead}) - (0.039 * \text{Overhead}) - (0.02 * \text{Overhead}) - (0.01 * \text{Overhead}) - (0.01 * \text{Overhead})) + ((G\&A) - (0.26 * G\&A) - (0.039 * G\&A) - (0.02 * G\&A) - (0.01 * G\&A) - (0.01 * G\&A)) = \mathbf{h}$	$h/a = \%$
Total Direct Dollars	$(M\&S + \text{Equipment} + \text{Subcontracts}) = \mathbf{TD}$	$TD/a = \%$
Total Indirect Dollars	$(0.34 * \text{Overhead}) + (G\&A) = \mathbf{TID}$	$TID/a = \%$

**4. DESCRIPTION OF SUPPLIES AND SERVICES:** Potential items to be purchased from a Small Business (including ANCs and Indian Tribes), Small Disadvantaged Business, Women Owned Business, HUBzone small business, Veteran-owned small business or Service-disabled veteran-owned small business are as follows:

**5. Other than small business:** Same items as listed above when not available from a small business.

Signed:

\_\_\_\_\_  
 Greg Bradley  
 Contracting Specialist, OSP  
 Date:

Approved:

\_\_\_\_\_  
 G. Duane Hutchison  
 Executive Director, Office of Sponsored Programs  
 Date: