Profile of a Small Business

Crawford Technical Services, Inc.

Crawford Technical Services, Inc. (CTS, Inc.) is a small Information Technology company located in Lanham, Maryland. CTS, Inc. has over 30 employees and consultants and incorporates an extensive management, technical and administrative structure that meets and exceeds the challenges and expectations of its valued customers.

Mr. Francis Crawford, President, Chief Executive Officer, states that “the mission of CTS, Inc. is to provide high quality, competitively priced services, and products. CTS, Inc.’s main focus is helping customers determine their requirements and provide the best value solutions.” Quality service, meeting schedules and cost targets are CTS, Inc.’s most important products.

Established in 1997, CTS, Inc. received 8 (a) certification from the U.S. Small Business Administration, in 2000, GSA/IT/FSS in October 2001, and 8(a) STARS Government Wide Acquisition Contract (GWAC) in June 2004. CTS, Inc. provides quality technical support to its customers for all types of Telephone Systems Installations, Voice, Data, Video and Security, Cabling Installation,

New and Recent Contracts

On 12 April 2004, Software Productivity Consortium NFP, Inc. was awarded a Firm Fixed Price contract valued at $23,870.00 to provide Process Improvement Consulting Support. The period of performance is from April through October 2004.

On 28, April 2004, Fisk University was awarded a cost contract to provide a study of the feasibility of developing quantum optical vector logic gate for Conservative Optical Logic Devices (COLD). The contract is valued at $1,837,083.12 and has a 12 month base period and no options.

On 27, April 2004, Intellibridge Corporation was awarded a Time and Materials contract to provide periodic analysis of foreign perceptions of missile defense allies and enemies, as well as assess the challenges to overseas missile defense facilities, equipment, policies, and negotiations. The contract is valued at $149,984.10 and has a 12 month base period with one 12 month option.

On 29, April 2004, SECOTEC, Inc. was awarded a firm fixed price contract to provide research and development for the System HIT Optical Technique for Kill Assessment. This is a phase I Small Business Innovative Research Award

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**Director’s Message**

As most of you know, we had our 5\textsuperscript{th} Annual Small Business Day Conference on June 10, 2004. On behalf of the Missile Defense Agency’s Office of Small and Disadvantaged Business Utilization and staff, I would like to extend my greatest appreciation to all who took the time out to speak at the Small Business Day Conference. Also we would like to thank all participants who attended. Judging from the participants’ feedback to the presenters, the conference was a great success.

Mr. Terry Little of MDA Acquisition Management discussed small business’ roles within the Missile Defense Agency. Mr Little provided insight about how small businesses can obtain contracting opportunities and gave suggestions on how to sustain business with MDA.

Then Mr. Nelson Crowther from the U.S. House of Representatives, Small Business Committee spoke about the Congressional Agenda for 2004. He was able to provide insight on Congress’s main concerns and how it would affect small businesses.

Mr. Gary Jackson from the Office of Size Standards, U.S. Small Business Administration, discussed the Restructuring of Size Standards. His speech gave the methodology used by SBA to change the size standards.

Ms. Linda Oliver, Deputy Director, Small and Disadvantaged Business Utilization, Department of Defense, discussed and answered questions from the audience on “New Rules on Service-Disabled Veteran-Owned Small Business.” She also answered questions on size standards and provided some insights about the need of large prime contractors to meet their small business goals.

Mr. Barry Richardson, Director of Contractor Support Services, then discussed the BSSP Process of MDA and 8 Simple Rules for a Winning Proposal, for all small businesses looking for contracting opportunities in MDA and all Federal Government departments and agencies.

Ms. Barbra Forcier from Wide Area Work Flow discussed MDA’s Electronic Business Process Improvements. Her knowledge and expertise gave the audience a chance to view the new technology developed with in MDA.

For the second half of the conference, representatives from MDA directorates discussed contracting opportunities currently being held by businesses, and the nature of contracts they anticipate in the future.

All presentations made at the conference can be found at: [http://mdaconferences.mtstech.com](http://mdaconferences.mtstech.com).
DoD to Launch Pentagon Channel on Armed Forces Day

By Paul Stone, Special to American Forces Press Service


The Pentagon Channel, which previously existed as an information channel within the Pentagon, will be now be distributed 24 hours a day, seven days a week, to all military installations in the United States via domestic satellite, and overseas through the American Forces Radio and Television Service.

Deputy Assistant Secretary of Defense for Internal Communications Allison Barber described Armed Forces Day as “the perfect day” for launching the Pentagon Channel.

“Armed Forces Day is about recognizing the commitment and sacrifice of our men and women in the military, and we wanted to recognize them by giving them a new and improved tool that will provide them with the news and information they need,” Barber said.

Barber explained recent research showed that military members – both in the United States and overseas – felt that they had adequate access to general news and information, but not enough access to military news.

“The important thing about the Pentagon Channel is it’s information specifically geared to the military, and that’s what our audience is looking for, because it’s relevant, it’s credible and it’s important to their success.”

Barber also pointed out that the operational tempo across the services further demonstrated a need for DoD leaders to be able to talk directly to the military audience, and that expansion was especially important for Guard and Reserve members and their families, who are the most isolated from DoD news and information.

In addition to 24-hour service, the Pentagon Channel is expanding its programming to include several new shows. “Around the Services” features news from each branch of the military. “Studio Five” showcases conversations with DoD leaders on a variety of topics, and “Focus on the Force” highlights military missions such as those in Iraq and Afghanistan.

“What we know to be true with our audience is that they needed more in-depth coverage of military news, so we structured programs to meet that need,” Barber said. “‘Studio Five’ allows us to have an extended conversation with our military audience to explain such issues as pay and benefits or health issues. It will be an effective tool, because it tells the whole story from start to finish.”

Pentagon Channel programming also will include top-of-the-hour news updates, broadcasts of the flagship television news magazine programs from each of the services, and DoD news briefings from the Pentagon and around the world.

Down the road, Barber said efforts will focus on expanding content.

continued on page 3
“We feel like distribution of the Pentagon Channel is where it should be,” she said. “But we will be working on providing more and different types of reporting. We’ll be setting up news bureaus around the world, and we’ll be embedding teams with the troops to get a first-hand look at their hard work. We’re going to be creative and proactive about finding new ways to communicate to our military audience.”

**Veterans Benefits Act of 2003**

In an Oval Office ceremony held December 16, 2003, President Bush signed H.R. 2297, the Veterans Benefits Act of 2003, a bill composed of 7 titles with 39 substantive provisions. All totaled, the new law authorizes $1 billion over the next ten years for new and expanded benefits for disabled veterans, surviving spouses, and children. As enacted, H.R. 2297, the Veterans Benefits Act of 2003:

- Allows VA to provide specially adapted housing grant to severely disabled service members prior to their separation from active duty service.

- Increases the specially adapted automobile grant from $9,000 to $11,000, and increase the specially adapted housing grants from $48,000 to $50,000 for the most severely disabled veterans and from $9,250 to $10,000 for less severely disabled veterans. [Applies to assistance furnished on or after the date of the enactment of this Act (December 16, 2003).]

- Restores dependency and indemnity compensation (DIC), VA home loan guarantee, and education, benefit eligibility for spouses remarried after age 57, and burial eligibility for all remarried spouses. [Effective January 1, 2004. Widows who remarried prior to the date of enactment of this act and after their 57th birthdays have one year from the date of enactment in which to apply. The burial eligibility is effective for deaths which occurred on or after January 1, 2000.]

- Increases monthly educational benefits for spouses and dependent children of disabled veterans from $695 to $788 for full-time study, from $522 to $592 for three-quarter time study, and from $347 to $394 for half-time study. [Effective July 1, 2004]

- Expands benefits eligibility to children with spina bifida who were born to certain Vietnam-era veterans who served in Korea near the demilitarized zone.

- Allows the surviving spouse or dependent children to receive the full amount of accrued benefits if the veteran dies while their claim is still pending. [Effective for deaths occurring on or after the date of enactment (December 16, 2003).]

- Eliminates the 30-day requirement for POWs to qualify for presumptions of service-connection for certain disabilities: psychosis, any of the anxiety states, dysthymic disorder, organic residuals of frostbite, and post-traumatic osteoarthritis.

- Expands the Montgomery GI Bill program to cover self-employment training programs of less than six months and entrepreneurship courses at approved institutions. [Takes effect on the date that is six months after the date of the enactment of this Act (December 16, 2003) and shall apply to self-employment on-job training approved and pursued on or after that date.]

- Allows federal agencies to create “sole-source” contracts for service-disabled veteran-owned small businesses - up to $5 million for manufacturing contract awards and up to $3 million for non-manufacturing contract awards.

- Allows federal agencies to restrict certain contracts to disabled veteran-owned small businesses if at least two such concerns are qualified to bid on the contract.

- Mandates that the Department of Labor place staff in veterans’ assistance offices at overseas military installations 90 days after date of enactment. ♦

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**Small Business Subcontracting Opportunities**

Visit the Small Business Subcontracting Opportunities Website at: http://www.mdasubopps.net
The U.S. Small Business Administration (SBA) is seeking comments on a proposed rule that modifies its small business size standards to define business size in terms of the number of employees of a business concern for most industries and SBA programs. This change will both reduce the number of different size standard levels and simplify size standards and their application to federal government programs. Under this proposal, size standards will range between 50 employees and 1,500 employees, depending on the industry or SBA program.

For a limited number of industries, SBA proposes to establish a maximum average annual receipts amount (referred to as a receipts cap) along with the employee-based size standard. Concerns in those industries that meet the employee-based size standard also cannot exceed a specific receipts cap to qualify as an eligible small business.

To further simplify size standards, SBA also proposes the following: (1) modify the size standard for the Surety Bond Guarantee (SBG) Program by replacing the $6 million size standard with the requirement that the contractor meet the size standard for its primary industry; (2) extend the 125,000 barrels per calendar day component of the size standard for petroleum refiners beyond federal government procurement to all federal small business programs using SBA’s size standards; (3) eliminate the special size standard based on market share for tire manufacturers that applies to only federal government procurements; (4) modify three receipts-based size standards and one employee-based size standard for the sale or lease of government property; and (5) revise the non-manufacturer size standard applicable to federal procurements from 500 employees to 100 employees, the size standard that applies to wholesale trade businesses for all other SBA programs. SBA is extending the comment period an additional 45 days to July 2, 2004.

This document summarizes the Federal Acquisition Regulation (FAR) rules agreed to by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council in this Federal Acquisition Circular (FAC) 2001-24.

Item I – Incentives for Use of Performance-Based Contracting for Services (Interim) (FAR Case 2004-004)

This interim rule amends the FAR to implement Sections 1431 and 1433 of the National Defense Authorization Act for Fiscal Year 2004 (Public Law 108-136). Section 1431 enacts Governmentwide authority to treat performance-based contracts or task orders for services as commercial items if certain conditions are met, and requires agencies to report on performance-based contracts or task orders awarded using this authority. Section 1433 amends the definition of commercial item to add specific performance-based terminology and to conform to the language added by section 1431. Contracting officers will be able to use FAR Part 12, Acquisition of Commercial Items, and Subpart 37.6, Performance-Based Contracting, for non-commercial services and treat these services as commercial services when specific conditions are met. Agencies will be required to report on performance-based contracts or task orders awarded using this authority.

Item II – Definitions Clause (FAR Case 2002-013)

This final rule revises FAR 2.201 and the clause at 52.202-1 to clarify the applicability of FAR definitions to solicitation provisions and contract clauses. The list of definitions in 52.202-1 is removed and replaced with policy stating that when a solicitation provision or contract clause uses a word or term that is defined in the FAR, the word or term has the meaning given in FAR 2.101 at the time the solicitation was issued. Certain exceptions to this policy are listed in FAR 52.202-1.

Item III – Procurement Lists (FAR Case 2003-013)

This final rule amends the FAR to clarify that the Javits-Wagner O’Day (JWOD) program becomes a mandatory source of supplies and services when the supplies or services have been added to the Procurement List maintained by the Committee for Purchase from People Who Are Blind or Severely Disabled.

Item IV – Determining Official for Employment Provision Compliance - Immigration and Nationality Act (INA) (FAR Case 2004-009)

This final rule amends FAR 9.406-2(b)(2) by revising the responsibility for determining when a contractor is not in compliance with the Immigration and Nationality Act (INA) to include both the Attorney General of the United States and the Secretary of Homeland Security.

This rule implements Executive Order 13286 published March 5, 2003, which amended Section 4 of Executive Order 12989 published February 15, 1996.

Debarring officials may now debar a contractor based on a determination by the Secretary of Homeland Security or the Attorney General of the United States.

Item V – Federal Supply Schedules Services and Blanket Purchase Agreements (BPAs) (FAR Case 1999-603)

This final rule amends the FAR in order to incorporate policies and procedures for services under Federal Supply Schedules. The rule –

- Adds a definitions section;
- Adds information regarding the Department of Veterans Affairs delegated authority to establish medical supply schedules;
- Adds language to clarify the differences between an Authorized Federal Supply Schedules (FSS) Pricelist and a FSS publication;

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On June 10, the Missile Defense Agency hosted the 5th Annual Small Business Day. Doris Mercer, Ivy Alston, and Linda Tran coordinated the conference on behalf of MDA, which was held at the Sheraton National Hotel in Arlington, Virginia. This was MTS’ second year coordinating the conference. The conference was a success with over a hundred participants. The conference was attended by various businesses including small disadvantaged businesses, woman-owned small businesses and 8 (a) firms that provide manufacturing, research and development and service support to government and private industry.

The morning session’s speakers were from various businesses as well as from government and congressional offices. The speakers were Gary Jackson from the Office of Size Standards, U.S. Small Business Administration; Nelson Crowther, General Counsel, U.S. House of Representatives, Small Business Committee and Ms. Linda Oliver, Deputy Director, Office of Small and Disadvantaged Business Utilization, U.S. Department of Defense. Mr. Jackson lead a discussion on the recently released request for comments on regulations designed to change small business industry size standards. Nelson Crowther discussed the Congressional Agenda for 2004 and Ms. Oliver discussed DoD’s positions on the size standards legislation, led by Mr. Jackson and encouraged small businesses to comment on the regulation and ensure that their opinions are known. Mr. Stephen Moss, Director, Office of Small and Disadvantaged Business Utilization, moderated the conference.

Terry Little, an Acquisition Management Advisor for MDA provided the keynote address. Mr. Little discussed the importance of small business participation in MDA procurements and encouraged small businesses to consider teaming with the MDA large prime contractors. Barbara Forcier, an MDA Wide Area Work Flow Contract Specialist who provided an informative session on MDA’s E-Government; and Barry Richardson, Director of Contractor Support Services. Richardson’s discussion was on MDA Programs and the types of services MDA buys.

After lunch, a lively session by more than twenty of MDA’s technical representatives from various deputates provided meeting participants with an agency wide review of information on the types of technical services that are performed and purchased by the Missile Defense Agency.

Note this...

Small Business Day Presentations Are Available For Viewing

Website: http://mdaconferences.mtstech.com
Legislation Update...
(cont’d from page 5)

- Adds additional information regarding e-buy, GSA’s electronic quote system for the schedules program;
- Clarifies that competition shall not be sought outside the Federal Supply Schedules;
- Adds language to make it clear that the contracting officer placing an order on another agency’s behalf is responsible for applying that agency’s regulatory and statutory requirements; and that the requiring activity is required to provide information on the applicable regulatory and statutory requirements to the contracting officer;
- Adds new coverage on use of statements of work when acquiring services from the schedules;
- Requires that when an agency awards a task order requiring a statement of work, that if the award is based on other than price (best value), the contracting officer shall provide a brief explanation of the basis for the award decision to any unsuccessful contractor that requests such information.
- Adds language stating that the performance period of Blanket Purchase Agreement (BPA) established under the schedules program may cross option periods on the base contracts;
- Refines guidance regarding the use of Governmentwide BPAs;
- Adds language to require the ordering activity to document the results of its BPA review;
- Adds language that encourages or reminds agencies that they can seek a price reduction at any time, not just when an order exceeds the maximum order threshold;
- Adds additional language to allow for consideration of socio-economic status when identifying the potential competitors for an order;
- Reinforces documentation requirements generally and adds new guidance addressing the documentation of orders for services and sole source orders;
- Adds new coverage to allow agencies to make payment for oral or written orders by any authorized means, including the Government-wide commercial purchase card;
- Reserves the ordering procedures for Mandatory Use Schedules section;
- Clarifies the procedures for termination for cause and convenience; and
- Reorganizes and revises the subpart text for ease of use.

Item VI – Designated Countries - New European Communities Member States (FAR Case 2004-008)

This final rule amends the FAR to implement a determination by the United States Trade Representative (USTR) under the Trade Agreements Act that suppliers from the 10 new member states of the European Communities (EC) (i.e., the European Union) are eligible to participate in U.S. Government procurement under the terms and conditions of the World Trade Organization Government Procurement Agreement (WTO GPA). This means that in acquisitions subject to the WTO GPA, the contracting officer can accept offers of eligible products from Cyprus, the Czech Republic, Estonia, Hungary, Latvia, Lithuania, Malta, Poland, the Slovak Republic, and Slovenia without application of the Buy American Act evaluation factor.

Item VII – Buy American Act - Nonavailable Articles (FAR Case 2003-007)

This final rule amends FAR 25.104(a) to add certain food and textile items to the list of articles not available from domestic sources in sufficient and reasonably available commercial quantities of a satisfactory quality. This case is based on extensive market research by the Defense Logistics Agency. Unless the contracting officer learns before the time designated for receipt of bids in sealed bidding or final offers in negotiation that an article on the list is available domestically in sufficient and reasonably available quantities of a satisfactory quality, the Buy American Act does not apply to acquisition of these items as end products, and the contracting officer may treat foreign components of the same class or kind as domestic components.

Item VIII – Application of Cost Principles and Procedures and Accounting for Unallowable Costs (FAR Case 2002-006)

This final rule amends the FAR by revising FAR 31.204, Application of principles and procedures, to improve clarity and structure. The case was initiated as a result of comments and recommendations received from industry and Government representatives during a series of public meetings. This rule is of particular interest to contractors and contracting officers who use cost analysis to price contracts and modifications, and who determine or negotiate reasonable costs in accordance with a clause of a contract, e.g., price revision of fixed-price incentive contracts, terminated contracts, or indirect cost rates.

Item IX – Gains and Losses, Maintenance and Repair Costs, and Material Costs (FAR Case 2002-008)

This final rule amends the FAR by deleting the cost principle at FAR 31.205-24, Maintenance and repair costs, because either Cost Accounting Standards (CAS) or Generally Accepted Accounting Practices (GAAP) adequately address these costs. The rule also revises the cost principles at FAR 31.205-7, Contingencies; FAR 31.205-26, Material costs; and FAR 31.205-44, Training and education costs, by improving clarity and structure, and removing unnecessary and duplicative language.

The case was initiated as a result of comments and recommendations received from industry and Government representatives during a series of public meetings. This rule is of particular interest to contractors and contracting officers who use cost analysis to price contracts and modifications, and who determine or negotiate reasonable costs in accordance with a clause of a contract, e.g., price revision of fixed-price incentive contracts, terminated contracts, or indirect cost rates.

Item X – Technical Amendments

This amendment makes editorial changes at 8.003(d), 11.102, and 11.202(b), and removes sections 53.301-254 and 53.301-255.
The U.S. Small Business Administration today announced a new procurement program that will boost federal contract opportunities for service-disabled veteran-owned small businesses. The interim rule will be published tomorrow and is effective immediately. The Federal Acquisition Regulatory Council concurrently released regulations implementing the program.

“President Bush has made it a priority to reach out to all of America’s entrepreneurs, and we have a special responsibility to make an effort for those who sacrificed for our safety and freedom,” SBA Administrator Hector V. Barreto said. “We have made a strong effort to do precisely that. Federal contract dollars to service-disabled veterans increased from $298 million in fiscal year 2002 to $510 million in FY2003. But we want to do more. The regulations being issued today will ensure that those great Americans who served our country proudly continue to have fair and open access to contracting opportunities.”

The new rule will amend the relevant sections of the Code of Federal Regulations, adding provisions that will allow contracting officers to restrict contract awards to service-disabled veteran-owned small businesses when there is a reasonable expectation that two or more service-disabled veteran-owned small businesses will submit bids at a fair market price. It also allows awards of sole-source contracts to service-disabled veteran-owned small businesses when there is not a reasonable expectation that two or more service-disabled veteran-owned firms will submit bids and the anticipated contract price does not exceed $3 million, with the exception of manufacturing contracts where the contracting threshold is $5 million.

The interim rule allows small businesses to self-certify as service-disabled veteran-owned businesses. Any challenge to a firm’s status as a small business or standing as a service-disabled veteran-owned small business must be referred to the SBA for resolution. The SBA will rely upon existing Department of Veteran’s Affairs or Department of Defense determinations regarding status and will help enforce penalties for false representation.

For more information about all of the SBA’s programs for small businesses, visit the SBA’s extensive Web site at www.sba.gov.
We would like to welcome Maj. Gen. Henry A. “Trey” Obering as the new Director of the Missile Defense Agency. He is currently the Deputy Director of the Missile Defense Agency, Office of the Secretary of Defense, Washington, D.C.

General Obering, a native of Birmingham, Ala., entered the Air Force in 1973 after completing the University of Notre Dame’s ROTC program as a distinguished graduate. He received his pilot wings in 1975 and flew operational assignments in the F-4E. The general was later assigned to the Space Shuttle program and participated in 15 space shuttle launches as a NASA orbiter project engineer and was responsible for integrating firing room launch operations. Other assignments include tours with the Air Force Inspector General, the Defense Mapping Agency and Electronic Systems Center.

Prior to his assignment at MDA, the general planned and programmed 68 joint, Air Force and international programs with a $28 billion budget as Mission Area Director for Information Dominance on the Air Staff.

**Retirement of General Kadish**

Congratulations to LTG Kadish in honor of his retirement. LTG Kadish has recently announced his plans to retire effective September 1, 2004.

LTG Kadish has directed the Missile Defense Agency for the past six (6) years. His leadership and vision will be greatly missed by the SADBU office. We wish him well.

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**SADBU Contact Information**

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<tr>
<th>Name</th>
<th>Title</th>
<th>Phone</th>
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<tbody>
<tr>
<td>Mr. Stephen M. Moss</td>
<td>Director</td>
<td>(703) 553-3404</td>
</tr>
<tr>
<td>Mr. Raymond Lambert</td>
<td>Deputy Director</td>
<td>(703) 553-3403</td>
</tr>
<tr>
<td>Dr. Pravat Choudhury</td>
<td>Small Business Development Specialist</td>
<td>(703) 553-3402</td>
</tr>
<tr>
<td>Ms. Christina Ashton</td>
<td>Administrative Specialist</td>
<td>(703) 553-3400</td>
</tr>
<tr>
<td>Mr. Frank Rucky</td>
<td>SBIR/STTR Program Manager</td>
<td>(703) 553-3408</td>
</tr>
<tr>
<td>Ms. Julie DiMambro</td>
<td>SBIR/STTR Program Analyst</td>
<td>(703) 553-3407</td>
</tr>
<tr>
<td>The Sequoia Plaza</td>
<td>The Missile Defense Agency</td>
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<tr>
<td>The Sequoia Plaza</td>
<td>Office of Small and Disadvantaged Business Utilization</td>
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<tr>
<td>The Sequoia Plaza</td>
<td>Suite 405</td>
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<td>The Sequoia Plaza</td>
<td>2110 Washington Boulevard</td>
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<td>The Sequoia Plaza</td>
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**SADBU UPDATE** is produced by MTS Technologies, Inc. for the Small and Disadvantaged Business Utilization Office of the Missile Defense Agency.

MTS Technologies, Inc.
2800 Shirlington Road
Suite 1000
Arlington, VA 22206

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MTS Technologies, Inc.
2800 Shirlington Road
Suite 1000
Arlington, VA 22206

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CTS, Inc.’s customers range from, small and large businesses, Commercial Organizations, Embassy’s, State and Local Governments, Federal Government Agencies and Prime Contractors. The company focuses only in their area of expertise.

A partial list of CTS Inc.’s current Federal Government customers include: Missile Defense Agency, Department of Agriculture, Army Corps of Engineers, the U.S. Senate, General Services Administration, Verizon, Naval Security Station, Naval Research Laboratory, Office of Thrift Supervision, and the U.S. Fish and Wildlife agency.

CTS, Inc. believes that “the Customer is King.” Knowing the importance of meeting and beating the deadlines of customers and providing good quality service in a timely and professional manner has enabled CTS, Inc. to stay at the forefront of the technological wave. The company has solved problems, clarified issues and satisfied customer’s requirements while keeping a watchful eye for their client’s future requirements. Most importantly, growth and change have never altered the company’s primary commitment to provide customer satisfaction.

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**Web Site of Month**

The Department of Defense, Office of Small and Disadvantaged Business Utilization hosts a website that provides small businesses with information to support every aspect of contracting with DoD. The site provides links to each of the services, small business assistance programs, DoD policies and publications and guidance on marketing to the DoD. This site is recommended to all small businesses interested in pursuing DoD contracts. The website can be accessed at [http://mdaconferences.mtstech.com](http://mdaconferences.mtstech.com).

**Other Useful Web Sites:**

- Defense Procurement – DoD Business Opportunities:
  - [http://dodbusopps.com](http://dodbusopps.com)

- The SBA site with the state tax homepages:
  - [http://www.sba.gov/hotlist/statetaxhomepages.html](http://www.sba.gov/hotlist/statetaxhomepages.html)

- The FedBizOpps home page:
  - [http://www.fedbizopps.gov](http://www.fedbizopps.gov)

- The MDA home page:

- The MDA Office of Technology Applications:

- The SBA Small Business Goaling Guidelines:
  - [http://www.sba.gov/gc/goals](http://www.sba.gov/gc/goals)

**CALENDAR OF EVENTS**

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