

## 8(a) Sole Source Contracting Process with BluePath Labs

The ability to rapidly put an 8(a) sole-source contract with BluePath Labs (BPL) may be the solution for your problem. The process is simple and the steps are outlined below:

1. Discuss your program with us so we can help establish program requirements, scope, timeframe/schedule, and cost estimates.
2. Contact your Contracting Officer (KO), Agency Small Business Specialist, or Mr. Joseph Wilson (SBA Business Opportunity Specialist, [joseph.wilson@sba.gov](mailto:joseph.wilson@sba.gov) or by phone (202) 205-7315) for assistance and provide a 8(a) Offer Letter package IAW FAR19.804-2 "Agency Offering". (BluePath can assist in the preparation of this package.)
3. Specify you want to sole-source your requirements to BluePath Labs.
4. The KO will send an Offering Letter to the SBA requesting permission to conduct sole source negotiations with BPL. (BPL will have notified our Business Opportunity Specialist to expect the package in order to expedite the process.)
5. Email the 8(a) offer letter package to [dcofferletters@sba.gov](mailto:dcofferletters@sba.gov) that includes the description of the requirements, SOW, estimated period of performance, applicable NAICS code, anticipated dollar value.
  - Address the 8(a) Offer Letter to:  
Mr. Antonio Doss  
District Director  
Washington Metropolitan Area District Office  
409 3<sup>rd</sup> ST SW, 2<sup>nd</sup> Floor  
Washington, DC 20416
  - Include your contact information (name, telephone, email address).
6. The SBA confirms eligibility of BPL and authorizes the negotiations.
7. The KO negotiates with BPL.
  - Simplified Acquisition efforts do not require a technical proposal; the KO sends RFQ to BPL requesting cost proposal; upon receipt, KO negotiates cost and terms with BPL.
  - If the estimate exceeds the Simplified Acquisition Threshold, the KO sends RFP to BPL requesting technical and cost proposals; upon receipt, KO negotiates cost and terms with BPL.
8. Upon completion of negotiations, KO prepares a contract award document and sends to BPL for signature.
9. Upon receipt of the executed contract from BluePath, the KO signs the contract and sends it to the SBA.
10. Contract performance begins.