

***Suggestions* to Improve SBA Profile (DSBS) & Capability Statement**

1. Is Primary Contact Person still valid?
2. Is Email address for contact person still valid?
3. Are all applicable self-certifications present: 8(a), HUBZone, SDB, SDVOSB, WOSB, etc.
4. Add any certifications or licenses, if applicable.
5. Capabilities Narrative: **Be Specific.** ABC Company is 8(a) certified, woman owned small business, HUBZone and veteran owned small business. What type of products, services, construction do you perform/provide: General Construction, Vertical, Horizontal, Civil, Mechanical, Engineering, Renovation, Repair, Demolition, HVAC, SCIF, Design Build, Design Bid Build, Environmental, etc. *Consider adding geographical area your company will perform.* Example: Primarily Fort Polk, LA, eastern state of TX / central TX area from DFW to San Antonio / Corpus Christi / Southern Border of TX / El Paso, TX, NM & AZ states. Perform state of TX, LA, or Nationwide.
6. Add Special Equipment / Materials, if applicable.
7. Business Type Percentages? Do you perform construction only? Or do you provide 80% of construction and 20% services?
8. Bonding Levels. **MOST Important. Update as they increase!** Especially for General Construction Bonding Levels (per contract) and (aggregate).
9. NAICS Codes: Add as many applicable codes as possible for what your company performs/provides. You will select a “Primary” NAICS code, however, make sure it’s most applicable to your company. See the latest guidance on NAICS code changes:
<https://www.sba.gov/article/2022/feb/01/guidance-using-naics-2022-procurement>
10. **Keywords Field. MOST Important.** Add **ALL** Keywords used in industry. Even if these same words are listed in the Capabilities Narrative field or Special Equipment / Materials Field.
***The DSBS, SBA Website uses the keyword field for search results.
Examples: General Construction, Vertical, Horizontal, Civil, Mechanical, Electrical, Engineering, Renovation, Repair, Demolition, HVAC, SCIF, Design Build, Design Bid Build, Environmental Services, Remediation, General Contractor, Project Management, Plumbing, Roofing, Military, Parking, Landscaping, Design, New Construction, Historical Construction, Architect, Engineer, Excavation, Heavy Highway, Street, Road, Bridge, Concrete, Foundation, Site Prep, Lakes, Dam, Levee, Hangers, Modular, Warehouse, Storage Shipping Containers, Custodial, Janitorial, Mowing, etc. SATOC, MATOC, IDIQ, JOC, SABER, MICC, etc.
11. Performance History / References. Add as many contracts as possible to convey past performance. May provide contracts where you were a “Sub-contractor”, just add sub-contractor \$ amount. If no Govt. or Military past performance, add projects with city, state, federal agencies, etc. (Example: City of San Antonio, DFW Airport, FEMA, GSA, US Dept Fish & Wildlife). May add Mentor Protégé/Joint Venture contracts, just add your factual portion.

***Add UEI (Unique Entity ID) on all correspondence:** (*Remember to add CAGE Code*)
Capability Statement, WEBSITE, Business Card, Email Signature Block, Sources Sought Responses, Proposal Submittals, etc. (UEI replaced DUNS Number, April 2022). SAM.gov and SBA’s Dynamic Small Business Search (DSBS) https://web.sba.gov/pro-net/search/dsp_dsbs.cfm Websites only use the UEI alphanumeric identifier and CAGE Code for search results.

