

FY24 Mentor-Protégé Program

Frequently Asked Questions (FAQ)



HOW DOES THE DEPARTMENT OF GENERAL SERVICES SUPPORT SMALL BUSINESSES?

A major component of the District of Columbia's robust support of small businesses is the Certified Business Enterprise (CBE) program, established pursuant to D.C. Code section 218.12(i), 218.13, 218.66(a), and 218.69. This program governs requirements for participating certified business enterprises (CBEs) in the District of Columbia contracting. The CBE Program aims to promote equality of economic opportunities for CBEs by eliminating barriers to their participation in District of Columbia contracting.

This pilot program supplements the CBE Program by providing an additional capacity-building opportunity and fostering technical and back-of-house training through mentoring relationships with established construction firms.



WHAT IS THE DGS MENTOR PROTÉGÉ-PROGRAM?

In FY24, DGS is launching a pilot Mentor-Protégé Program (MPP) geared towards the construction industry. This program aims to expand the capacity, technical knowledge, and participation of CBEs with the designation of small businesses as defined by DSLBD into contracting opportunities.

HOW DOES THE MENTOR-PROTÉGÉ PROGRAM OPERATE?

The MPP will be implemented on predetermined DGS contracts. DGS will assess which projects are suitable for MPP consideration based on industry opportunity, project size, waiver trends, and small business growth potential.

As bidders prepare to respond to solicitations, DGS encourages bidders to solicit CBE firms with gross revenue of at least \$100,000 and less than \$5 million.

After respondents have submitted their proposals and DGS has selected a winning bidder, the agency will meet with both the mentor and the potential protégé to review their submitted plans. The submitted plan should address the protégé's participation in the underlying contract, determine technical skill-building and capacity-building milestones during project phases, and confirm reporting requirements listed within the MPP Agreement.

ARE THERE ANY REPORTING REQUIREMENTS FOR THE MPP?

Throughout the duration of the MPP agreement, the mentor and protégé shall prepare collaborative quarterly reports documenting their progress in achieving the milestones set forth within the MPP agreement. The agreement shall then be submitted to DGS no later than the 15th day of January, April, July, and October for each quarter of the MPP agreement.

Additionally, quarterly and annual performance reviews with the mentor, protégé, and DGS staff will review mentorship activities and contractual/technical performance.



HOW DOES DGS MEASURE MPP SUCCESS?

The MPP aims to expand the capacity, technical knowledge, and participation of CBEs in District contracts. DGS will capture key performance indicators based on the reporting of activities held between the mentor and protégé, which may include but are not limited to the number of milestones achieved per the MPP agreement, the percentage of contract value allocated to the protégé, and a demonstration of capacity growth by the protégé. DGS will monitor the protégé after project completion every year to measure continued growth.



HOW WILL PARTICIPATING IN THE MPP BENEFIT YOU?

HOW DOES PARTICIPATING IN MPP BENEFIT MENTORS?

Participating mentors who intend to further small business practices by supporting CBE capacity-building will benefit from leveraging the MPP.

Participating mentors will be offered additional evaluation points, subject to DGS procurement evaluation standards. Further, mentors will help establish a talent pool of smaller CBE firms, increasing competition and reducing construction costs. All mentors will be offered the ability to add MPP participation to their portfolio for future solicitations.

HOW DOES PARTICIPATING IN MPP BENEFIT PROTÉGÉS?

The MPP positions CBEs to participate on DGS contracts. The objective is to enhance a protégé's ability to obtain technical knowledge in performing the scope of work under the MPP agreement and to develop business relationships with participating mentors and District agencies, increasing contracting opportunities.



HAVE MORE QUESTIONS? REACH OUT TO US!

All inquiries regarding the Mentor-Protégé Program should be directed to the DGS CBE Inclusion Officer by emailing: olivia.warren@dc.gov.