Welcome to the System for Award Management (SAM) for Emory Federal Contracts with Small Business Subcontracting Plans
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What is SAM:

The General Service Administration's (GSA) Office of the Integrated Award Environment (IAE) is consolidating the government wide acquisition and award support systems into one new system—the System for Award Management (SAM).

SAM is streamlining processes, eliminating the need to enter the same data multiple times, and consolidating hosting to make the process of doing business with the government more efficient.

Who Should Use SAM:

SAM is used by anyone interested in the business of the Federal Government, including:

- Entities (contractors, federal assistance recipients, and other potential award recipients) who need to register to do business with the government, looking for opportunities or assistance programs, or reporting subcontract information;
- Government contracting and grants officials responsible for activities with contracts, grants, past performance reporting and suspension and debarment activities;
- Public users searching for government business information.
Let’s Begin:

- Type in your address bar: www.sam.gov
- Click on Search Records to confirm a small business’s diversity classification.
Type the small business’s name in the “Quick Search” box.

a. For example, type in “biolegend”

b. Click on “Search”
Upon clicking the search button, select “View Details”
Upon clicking the “**View Details**” Button, the company’s profile will populate.
To retrieve the company’s diversity classification, click on “Reps & Certs” (left – hand side of the screen).
Under Reps & Certs, scroll down and click on “FAR 52.219-1 – Small Business Program Representations (Alternate I)”.

**FAR 52.219-1: Small Business Program Representations (Alternate I)**

The NAICS for which you are identified as small are shown in the table below; and serves to complete the representation in 52.219-1(b)(2).

You are certifying to all of the NAICS in the table so please review it in its entirety. These Y/N answers are located in the "Small Business?" column where a "Y" indicates "Small" and "N" indicates "Other than Small". This status is derived from the SBA’s size standards.

The NAICS shown are those you have entered. You may click the "View More" button to see your entity’s size status for any existing NAICS.
Upon clicking on “FAR 52.219-1”, scroll down and **click on letter (c)**. There will be one or more North American Industry Classification System Code(s) (NAICS) for the company.
Under the NAICS Code(s), there are boxes for “is” and “is not” for each small business diversity classification (e.g. Veteran-owned small business concern)

a. For example, Biolegend is considered a Small Business because under NAICS Code “325414” there is a letter “Y” in the small business column, and a check mark in the box “is” for small business concern.
**Are we finished?** Not just yet. We must also confirm if the company is considered a “HUBZone”. Scroll down and review number “8”. Since there is a check mark in the box “is not”, Biolegend is not a HUBZone small business concern.
We are almost done! Let’s try a more complex example.

- Scroll to the top and click on “Search Records” Button.
- Type in the Quick Search field – “the remi group”.
- Click the “Search Button”
Click on the “View Details” Button

a. After clicking on the “View Details Button,” the company’s profile will populate.
On the left hand side of the screen, click on “Reps & Certs”.

Next, click on “FAR 52.219-1 – Small Business Program Representations (Alternate I)”
Under FAR 52.219-1, scroll down and “click on the letter (c)”. There will be one or more North American Industry Classification System Code(s) (NAICS) for the company.

a. For example, the NAICS Code “541611” has a letter “N” indicating “Other than Small” thus the Remi Group is not considered a small business under NAICS Code “541611”.

<table>
<thead>
<tr>
<th>NAICS Code</th>
<th>Name</th>
<th>NAICS Exception</th>
<th>Size Standard</th>
<th>Small Business</th>
</tr>
</thead>
<tbody>
<tr>
<td>333314</td>
<td>OPTICAL INSTRUMENT AND LENS MANUFACTURING</td>
<td></td>
<td>500</td>
<td>Y</td>
</tr>
<tr>
<td>334510</td>
<td>ELECTROMEDICAL AND ELECTROTHERAPEUTIC APPARATUS MANUFACTURING</td>
<td></td>
<td>500</td>
<td>Y</td>
</tr>
<tr>
<td>334515</td>
<td>ANALYTICAL LABORATORY INSTRUMENT MANUFACTURING</td>
<td></td>
<td>500</td>
<td>Y</td>
</tr>
<tr>
<td>334547</td>
<td>IRRADIATION APPARATUS MANUFACTURING</td>
<td></td>
<td>500</td>
<td>Y</td>
</tr>
<tr>
<td>334519</td>
<td>OTHER MEASURING AND CONTROLLING DEVICE MANUFACTURING</td>
<td></td>
<td>500</td>
<td>Y</td>
</tr>
<tr>
<td>339112</td>
<td>SURGICAL AND MEDICAL INSTRUMENT MANUFACTURING</td>
<td></td>
<td>500</td>
<td>Y</td>
</tr>
<tr>
<td>541611</td>
<td>ADMINISTRATIVE MANAGEMENT AND GENERAL MANAGEMENT CONSULTING SERVICES</td>
<td>$150,000,000.00</td>
<td>N</td>
<td></td>
</tr>
</tbody>
</table>
Under the NAICS Code(s), there are boxes for “is” and “is not” for each small business diversity classification (e.g. Small Disadvantaged business concern).

<table>
<thead>
<tr>
<th>NAICS Code</th>
<th>Description</th>
<th>Revenue</th>
<th>Small Business</th>
</tr>
</thead>
<tbody>
<tr>
<td>339112</td>
<td>Surgical and Medical Instrument Manufacturing</td>
<td>$900,000,000</td>
<td>Y</td>
</tr>
<tr>
<td>316111</td>
<td>Administrative Management and General Management Consulting Services</td>
<td>$13,000,000,000</td>
<td>N</td>
</tr>
<tr>
<td>541990</td>
<td>All Other Professional, Scientific, and Technical Services</td>
<td>$13,500,000,000</td>
<td>N</td>
</tr>
<tr>
<td>501210</td>
<td>Facilities Support Services</td>
<td>$3,500,000,000</td>
<td>N</td>
</tr>
<tr>
<td>361521</td>
<td>Security Systems Services (Except Locksmiths)</td>
<td>$30,000,000,000</td>
<td>N</td>
</tr>
<tr>
<td>811212</td>
<td>Computer and Office Machine Repair and Maintenance</td>
<td>$27,500,000,000</td>
<td>N</td>
</tr>
<tr>
<td>811211</td>
<td>Other Electronic and Precision Equipment Repair and Maintenance</td>
<td>$20,000,000,000</td>
<td>N</td>
</tr>
<tr>
<td>811310</td>
<td>Commercial and Industrial Machinery and Equipment (Except Automotive and Electronic) Repair and Maintenance</td>
<td>$7,900,000,000</td>
<td>N</td>
</tr>
<tr>
<td>811212</td>
<td>Appliance Repair and Maintenance</td>
<td>$13,000,000,000</td>
<td>N</td>
</tr>
</tbody>
</table>

a. For example, The Remi Group is considered a Small Business because under NAICS Code “339112” there is a letter “Y” in the small business column and a check mark in the box “is” for small business concern.

b. However, under NAICS Code “811412” The Remi Group is not considered a small business (for federal reporting) because there is a letter “N” indicating “Other than Small” in the “Small Business column.

c. Note: The letter “Y” and the letter “N” answers indicated in the small business column is derived from the Small Business Administration (SBA).
Let’s confirm if the company is considered a “HUBZone” (scroll down and review number “8”). Since there is a check mark in the box “is not”, The Remi Group is not a HUBZone small business concern.

We are finished!