



How to Make a Direct Award to LCI as a SDVOSB

Leader Communications Incorporated (LCI) is eligible to receive direct contract awards as a Service Disabled Veteran Owned Small Business (**SDVOSB**). To make a direct award to LCI as a SDVOSB, customers should follow these ten steps:

1. **Verify that only one SDVOSB concern can satisfy the requirement.**

LCI is a uniquely qualified dynamic SDVOSB. LCI Business Development (BD) can provide you with past performance examples matching your requirement. Just call (405) 622-2200.

2. **Verify that the estimated contract award price will be under \$3.5M.**

The LCI Business Development Team will verify with LCI Contract Administration that your requirement will fit under this threshold.

3. **Verify that the SDVOSB is a responsible contractor based on past performance.**

LCI's exemplary past performance clearly demonstrates our responsibility, capability, and high levels of customer satisfaction.

4. **Verify that the award can be made at a fair and reasonable price.**

*While this is ultimately the customer's Contracting Officer determination, we are confident that **our prices are extremely competitive.***

5. **Define the requirement by drafting a Performance Work Statement (PWS), a Statement of Objectives (SOO), or a Statement of Work (SOW).**

6. **Define the anticipated documents and software that you need LCI to develop.**

7. **Define the Government Cost Estimate for your project.**

8. **Identify a source of funds and develop a funded purchase request (or equivalent).**

9. **Identify the Schedule Milestones for your project.**

10. **Develop the foundation for the Justification and Authorization (J&A).**

LCI would be pleased to assist you in the development of the documents identified in steps 5-10. Once these inputs are complete, provide them to your local Contracting Officer and ask him or her to contact Leader Communications Incorporated, either by email bd@lcibest.com or by mail at:

**6421 S. Air Depot, Suite A
Oklahoma City, OK 73135**

A Direct Award to LCI as a SDVOSB is the most effective, efficient, and fast method to place us on contract.

Basis for Access: Federal Acquisition Regulations (**FAR**) 6.302-5 and FAR 19.1406-Sole Source Awards to SDVOSB Concerns.

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