

Name of Organization & Abbreviation	Contact Person	Phone Number	Email	Physical Address	Mailing Address	Website
Metropolitan Business League (MBL)	Oliver Singleton	804-649-7473	info@thembl.com	3022 West Broad Street, Suite B, Richmond, Virginia 23230	PO Box 26751 Richmond, VA 23261	http://www.thembl.org/
Virginia Minority Supplier Development Council (VMSDC)	Tracey Jeter Sylvia Thomas	804-788-6490 804-788-6490	sylvia.thomas@vmsdc.org	200 South 3rd Street, Second Floor Richmond, VA 23219	200 South 3rd Street, Second Floor Richmond, VA 23219	http://affiliate.nmsdc.org/vmsdc/
VA Asian Chamber of Commerce (VACC)	My Lan Tran	804-798-3975	aabac@aabac.org	14214 Washington Hwy, Ashland, Virginia 23005	PO Box 2640, Glen Allen, VA 23058	http://www.aabac.org/
Central Virginia Business Construction Association (CVBCA)		804-521-4052		501 E. Franklin Street, Suite 212 Richmond, VA 23219	501 E. Franklin Street, Suite 212 Richmond, VA 23219	http://www.opengreenmap.org/greenmap/richmond-downtown-green-map/central-virginia-business-construction-association-cvbca-12158
Greater Virginia Contractor's Association (GVCA)	Beverly Davis	804-329-8999		2406 Chamberlayne Ave, Richmond, VA 23222	2406 Chamberlayne Ave, Richmond, VA 23222	
National Association of Woman Business Owners (NAWBO)	Pam Kelleher, Administrator Kate Houck, President	804-346-5644 804-346-5644	info@nawborichmond.org		P.O. Box 3211 Glen Allen, VA 23058	http://nawborichmond.org/

“TIP SHEET”

- Check your spend report in DMBE (CARS/SPCC) expenditures to verify you are getting the correct spend credit.
- Get commitment from senior leadership
- Attend outreach programs
- Hold matchmaking events so SWaMs can meet primes
- Hold RFP response “training” sessions with SWaMS
- Create a listserv for advocacy groups for formal solicitations
- Require prime contractors to provide commitments (not goals) for subcontracting
- Encourage firms to review files
- We issue many multi-award contracts, which increase opportunities for SWaMs
- Use set-asides when possible
- SWaMs win the majority of the contracts on their own merits
- IT Labor contract is a huge opportunity. Try to resist “named resources”
- Posting statistics on a website provides transparency and accountability
- Some things are out of your control. Remember them when you are held accountable for SWaM involvement