

## Small Business Administration (SBA) Dynamic Small Business Search (DSBS) Tool

Go to: <http://dsbs.sba.gov> OR [http://web.sba.gov/pro-net/search/dsp\\_dsbs.cfm](http://web.sba.gov/pro-net/search/dsp_dsbs.cfm)

This site is a search engine to locate businesses to solicit estimates/bids from so that you can take the 6 affirmative action steps to meet OIG requirements.

1. Location of Profile box:  
You can select the States you want (select Michigan, Illinois, Iowa, or Minnesota, if you need to expand the area to get options)
2. Government Certifications box:  
Select “Required (Active Certifications Only)” radio button in all of the options (8(a) Certified or 8(a) Joint Venture, Small Disadvantaged Business, and HUBZone Certification).
3. Ownership and Self-Certifications box:  
Select the following boxes (NOTE: You may select more, but at the minimum, make sure these are selected)
  - Any minority owned
  - Self-Certified Small Disadvantaged business
  - Any Woman-Owned Small business
4. Specific Nature of Business box:  
Leave the “NAICS Codes” and “Buy Green NAICS Codes” boxes blank. Type in a “Keyword” such as:
  - Debris
  - Waste
  - Construction
  - Engineering
  - Design
5. General Nature of Business box:  
You may select any of the buttons, if you’d like. You may also leave these blank.
6. Minimum Acceptable Bonding Levels box:  
If there are requirements for your organization/agency, you can list them. Otherwise, leave this blank to not omit options.
7. Quality Assurance Standards box:  
Leave blank
8. Size box:  
Leave blank
9. Capabilities box:  
Leave blank
10. Searching for a specific Profile box:  
Leave blank
11. Profile Status box:  
Last updated: Leave blank  
Status: ensure that only the “Active” check box is selected
12. Search Results Display Options box:  
Select “50” in the maximum number of profiles to be returned at one time in the drop down.  
Normal or larger font, and table format are selected.
13. Click “Search Using These Criteria”

You may need to remove criteria to get hits returned. You MUST make an attempt to directly contact 3 businesses from this list.

### **Link to State Debarred contractor list (DWD)**

[https://dwd.wisconsin.gov/er/labor\\_standards/prevaling\\_wage\\_rate/debarred\\_contractor\\_list.htm](https://dwd.wisconsin.gov/er/labor_standards/prevaling_wage_rate/debarred_contractor_list.htm)