WPS Health Solutions
Small Business Subcontracting
Program Policy

Purpose

The purpose of this policy is to ensure Wisconsin Physicians Service Insurance Corporation (including its wholly owned subsidiaries The EPIC Life Insurance Company (EPIC Specialty Benefits) and WPS Health Plan, Inc. (Arise Health Plan) (collectively “WPS”), comply with small business utilization and subcontracting plan requirements consistent with public laws and regulatory and contract requirements.

Objectives

To promote and support small business utilization for WPS procurements.

Participation

WPS currently updates the supplier/subcontractor database with information its new suppliers and subcontractors provide on WPS’s self-certification form as well as information from the System for Award Management (SAM). It is WPS’s goal to have all of its suppliers and subcontractors registered in SAM and WPS encourages, but does not require, its suppliers and subcontractors to register in SAM.

Scope

This policy applies to WPS procurements under U.S. Government contracts or subcontracts.

Corporate Policy Statements

- WPS will support the Small Business Liaison Officers (SBLO), who are appointed WPS employees, to ensure compliance with the WPS Small Business Subcontracting Program Policy.

- It is WPS's general policy to ensure compliance with public laws, regulations, and contract requirements related to small business utilization and subcontracting plans. Specifically, it is WPS’s policy that small business concerns (SB), veteran-owned small business concerns (VOSB), service-disabled veteran-owned small business concerns (SDVOSB), HUBZone small business concerns, small disadvantaged business concerns (SDB), and women-owned small business concerns (WOSB) will have the maximum practical opportunity to participate in performing under contracts let by any federal agency, including subcontracts.

- WPS will ensure timely payment of amounts due pursuant to the terms of its U.S. Government prime contracts and subcontracts with small business concerns, veteran-owned small business concerns, service-disabled veteran-owned small business concerns, HUBZone small business concerns, small disadvantaged business concerns, and women-owned small business concerns.
• WPS will cooperate in any studies or surveys as may be conducted by the United States Small Business Administration (SBA) or the awarding agency of the United States Government as may be necessary to determine the extent of WPS compliance.

• WPS will provide an acceptable small business subcontracting plan for contracts, contract modifications, or subcontracts that are individually expected to exceed the small business subcontracting statutory dollar threshold and that have subcontracting possibilities.

• WPS relies on written representations by its suppliers/subcontractors regarding their status as a small business concern, a veteran-owned small business concern, a service-disabled veteran-owned small business concern, a small disadvantaged business concern, or a women-owned small business concern. WPS shall confirm that a supplier/subcontractor representing itself as a HUBZone small business concern is certified by the SBA as a HUBZone small business concern by accessing SAM or by contacting the SBA.

References

Public Law 95-507
FAR Part 19, Small Business Programs
FAR Clause 52-219-8 Utilization of Small Business Concerns
FAR Clause 52-219-9 Small Business Subcontracting Plan

Approved By: Michael F. Hamerlik  
Title: President and CEO  
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