



Laying the Groundwork

The Who, What, Why, Where, and When of Government Contracting

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Program Manager

AZ PTAC is hosted by



Agenda

Overview:

- Does the government buy what you sell?
- Do you have federal contracting experience, cash, inventory, working capital?
- Do you know where to find contracting opportunities?



OPEN
Welcome!

HOURS

Café
Monday-Saturday 8:45-5:00

Spa
Tuesday-Thursday 10:00-9:00
Friday-Saturday 8:00-6:00
Sunday 10:00-5:00

Yoga & Fitness
Classes held daily

Understanding the Basics

- ✓ SAM.Gov (System Award Management) – Unique Entity Identifier (UEI)
- ✓ Know your NAICS code & size standards for your industry (North American Industry Classification System) - <https://www.Census.Gov/eos/www/naics/>
- ✓ EIN/TIN (Taxpayer Identification Number) Register with the IRS

Is Your Business Ready?

- **Does the Government Buy what you sell?**
 - USASPENDING.gov
 - Contract Data Reports (SAM.gov)
 - Contract Opportunities
 - GSA Advantage (General Services Administration) – online shopping and ordering system that provides access to thousands of contractors and millions of supplies (products) and services.
- **Do you have Federal contracting experience, Cash, inventory or working capital?**
- **Are capable of fulfilling a government contract?**
- **Do you know where to find contracting opportunities?**

Is Your Business Ready?

- **Are you Active in the System for Award Management (SAM.gov)?**
- Requirements for SAM.gov – *Physical Address, Registered in Arizona Corporate Commission or Secretary of State, NAICS codes, Banking info, POCs*). You will be assigned an UEI from SAM.
- **SBA Profile/Dynamic Small Business Search (DSBS)**
- **Appropriate Documentation**

Know Your Market

- ✓ **Research** your opportunities
- ✓ Know & understand your customers
- ✓ How to market to your customers
 - Who are you targeting
 - “30 second elevator speech”
 - Business card
 - Capability statement
- ✓ **Respond** to a solicitation

Timeline 12-24 months typically

GOVERNMENTS

Federal

State

Local: Cities & Counties

**Who
purchases
my Products
and/or
Services?**

2000+ Federal Agencies

Examples Include:

- . Federal Departments Of:
 - . Transportation
 - . Education
 - . Corrections
- . Military Bases – (Luke Air Force, Davis Monthan Air Force, Barry M Goldwater Range Air Force, Fort Huachuca Army, Yuma Proving Ground Army, Camp Navajo Army, MCAS Yuma Marine Corps, National Guard)
- . Homeland Security
- . Border Patrol
- . VA (Veterans)
- . EPA (Environmental Protection Agency)
- . Airports (FFA – State & Local)
- . NASA

The federal government typically spends approximately \$500 billion in contracts every year. 23% of those dollars are required to be awarded to small businesses.

97 State Agencies

Examples Include:

- State Departments of:
 - Transportation (ADOT)
 - Education (schools)
 - Corrections (prisons)
- Phoenix Zoo
- AHCCCS (Medicaid)
- Office of Tourism
- State Fair
- Arizona Game and Fish
- Arts Commission
- Arizona Lottery



15 Counties

Examples Include

Department of:

- Transportation
- Construction
- Rural Health
- Sheriffs Department
- DPS (Department of Public Safety)
- Maricopa Integrated Health System



91 Cities

Examples Include

- Police
- Fire
- Parks and Rec
- City Airports
- Libraries
- Waste Management
- Community Development
- Convention Centers
- Transit



What Does the Government Purchase?



Procurement

Specially Funded Projects

Consultants
Technology expansion
Research
Wellness programs
Online training
Art
Website design/enhancement
Wildlife Programs
Educational Videos

Construction

Engineering
Architecture/Design
Surveying, Assessments
General Contractors
Project Management
Environmental Testing

Products

Repair/Maintenance
Parts
Office Supplies
Promotional Items
Uniforms/badges
Furniture
Computers/hardware

Day-to-day Services

Janitorial
Pest Control
Vehicles and vehicle maintenance
Staffing
Food Services
Printer/copier repair
Electrical/Building Repair
Laundry
Insurance



How Does the Government Purchase?

POSTING SOLICITATIONS

- Most \$25k or \$50K are publicly posted (\$150k and over are mandatory)
- At least 2 or 3 qualified bids must be received in order for there to be an award
- Under \$150,000 to be placed with a Small Business if possible

- Registering and bidding on government contracts is FREE
- You do not have to be certified to take advantage of set asides for small business
- It is at the contractors discretion how a contract is placed
- It is at the contractors discretion if the solicitation is set aside or sole sourced

PRIMARY METHODS OF CONTRACTING

- **Micro-purchases**
 - Not requiring competitive bids and paid for by Government Purchase Card/Credit Card
- **Simplified Acquisition Process**
 - Set of streamlined **procedures** for government **procurement** in the United States that reduce the administrative burden of awarding procurements below a **threshold** value - Purchases \$3,500 - \$250,000
- **Sealed Bidding**
 - Used when government has a need for services/supplies that is clear, specific and complete. NO negotiation prior to award
- **Contract by Negotiation**
 - Technical products valued at \$150,000 or more. Negotiation allowed prior to award that considers more than price-related factors.

THE USE OF PRIME CONTRACTORS

PRIME CONTRACTORS

- They are private companies
- All contracts are available to review
- They are held to the same set aside thresholds as direct government contractors are
- You do not have to have a current contract to market to them
- Own on-boarding process

MULTIPLE VENDOR AWARD VEHICLES

- GSA Schedules (Federal)
- IDIQ (Federal)
- MATOCS (Federal Construction)
- Use of Cooperative Purchasing Agreements
(Regional)
- Statewide Contracts (State)
- On Call Lists, QVL List (City)

How do I know if Government Contracting is for me?

- Does the government buy the product or service that you sell?
- Are you capable of fulfilling a government contract (time, staffing, materials)?
- US citizen, place of business in US, for profit, does your business generate revenue
- Do you have cash on hand to purchase working inventory, if needed?
- Do you have an accounting system?
- Are you credit worthy?
- Do you have federal/state/local gov't contracting experience?
- Do you know where to find contract opportunities?



How Does the Government Help Small Businesses?

FEDERAL

STATE

CITY / LOCAL

Small Business Set-Asides

FEDERAL

* \$150,000 or smaller contracts should go to **qualified** small businesses

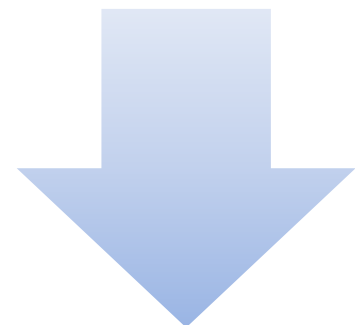
*23% of all purchases to go to **qualified** small business

WOSB, EDWOSB

SDB/8 (a)

SDVOSB

Hubzone



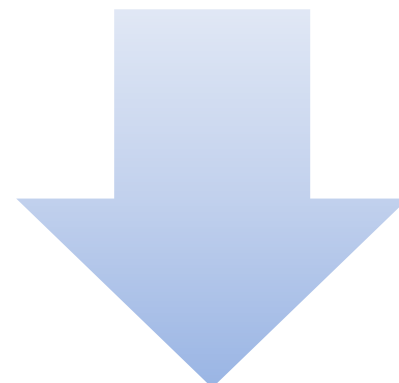
[SAM.gov](https://sam.gov)

STATE

* \$150,000 or smaller contracts should go to **qualified** small businesses

- DBE Program
Department
Transportation (ADOT)

* Blind and disabled

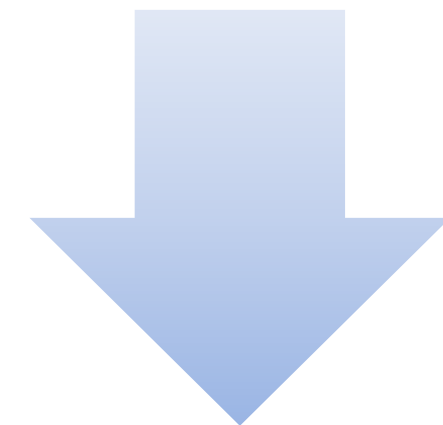


<https://spo.az.gov/>

CITY/LOCAL

* Phoenix/Tucson
SBE

- Others vary
 - ASK



<https://showlowaz.gov/556/Business-Permits>
www.cityorcounty.gov

Set-Aside for Certification Programs and Socio-Economic Categories

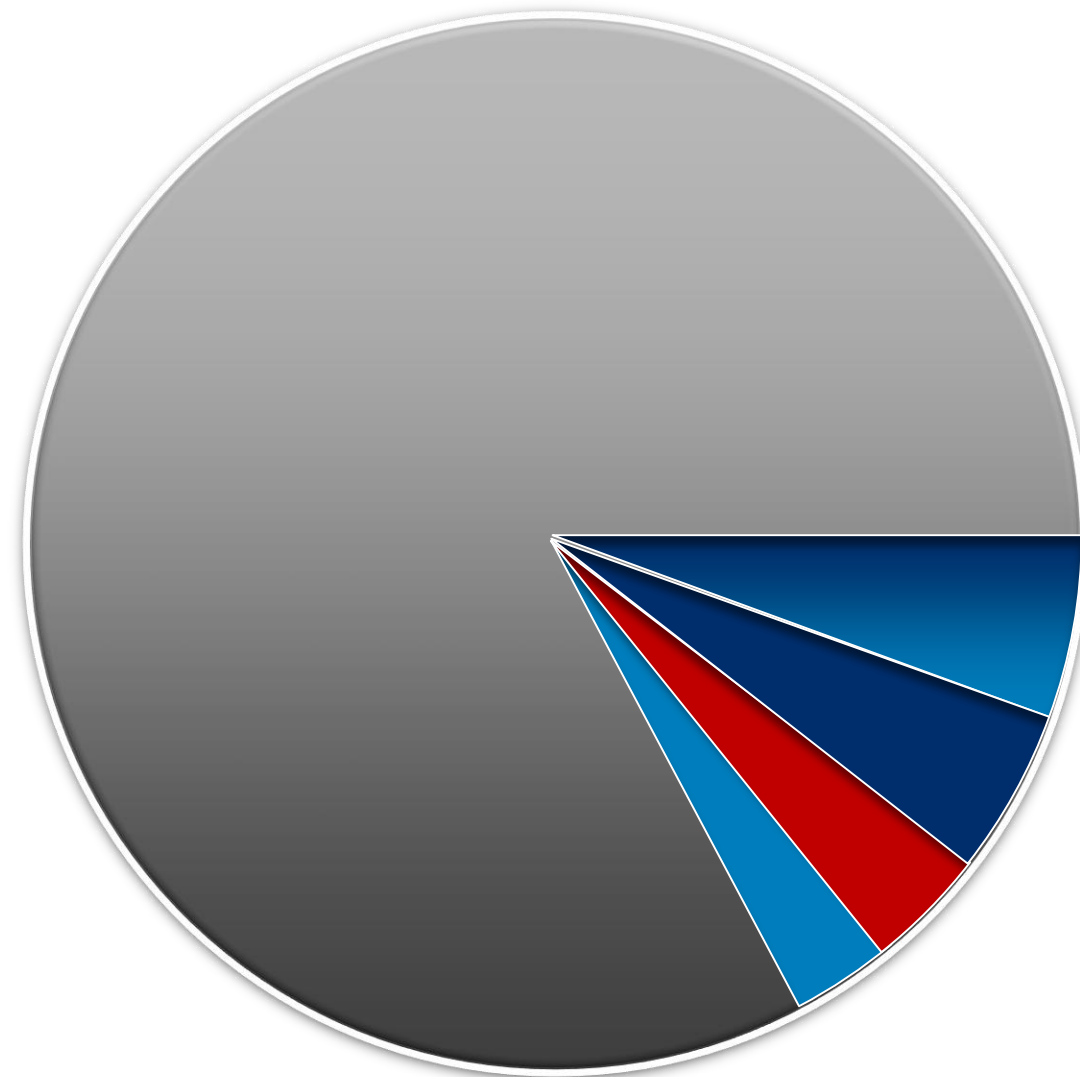
Targeted set-asides and acquisition goals:

**Women-Owned Small Businesses
(5%)**

**Small Disadvantaged Businesses
(including 8(a) certified) (12%)**

HUBZone Businesses (3%)

**Service-Disabled Veteran-Owned
Small Businesses (3%)**



Set-asides are reserved for small business between \$10,000 (Micro-purchase Threshold) to \$250,000 (Simplified Acquisition Threshold)

Research Solicitation & Procurement Sites!

FEDERAL

Departments of:

- Transportation
- Education
- Corrections
- Military bases
- Homeland Security
- Border Patrol
- VA
- EPA
- Airports
- NASA

[SAM.gov](https://sam.gov)

STATE

Departments of:

- Transportation (ADOT)
- Education (schools)
- Corrections (prisons)
- Phoenix Zoo
- AHCCCS (Medicaid)
- Office of Tourism
- State Fair

<https://spo.az.gov/>

CITY/LOCAL

• Departments of:

- Police
- Fire
- Parks and Rec
- City airports
- Libraries
- Waste Management
- Community Development
- Convention Centers
- Transit

<https://www.mesaaz.gov/business/purchasing/how-to-do-business-with-the-city>

https://www.glendaleaz.com/work/doing_business_with_the_city

PROCUREMENT RESOURCES

- [SAM.gov](#) (*Old CCR, FBO, FPDS, ORCA*)
- [FPDS.gov](#) (*Federal Procurement Data System*)
- [DSBS](#) (*Dynamic Small Business Search System/SBA Profile*)
- [SubNet](#) (*Subcontracting Networking System*)
- [USASpending](#) (*US Spending History*)
- [Procurement Forecasting](#) (*Future Opportunities*)
- [Arizona PTAC](#) (*more procurement resources on our website*)
- [APEX ACCELERATORS](#) (*Department of Defense Office of Small Business Programs*)



Who is Going to Help Me?



If you

- Have experience in government contracting or have past performance
- Have a unique skill set that is needed immediately by the government
- Are financially stable
- Qualify for certifications

You might be ready to pursue government contracting
<https://azptac.com/>

If you...

- Do not have a business plan
- Have not refined your message
- Are not financially stable
- Need to do market research
- Would like to understand your profit/loss and profit margins better

You might be ready to meet a sbdc
<https://www.maricopa-sbdc.com/>

**We Are
Here to
Help
AZ
APEX
&
AZ
SBDC**

AZ APEX Staff



Lori Haozous, Interim Program Manager

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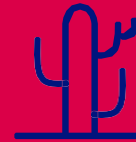
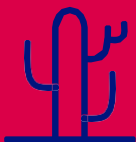
Service Area: Maricopa, Coconino, Gila,
Yavapai, Yuma, Apache, Navajo, Graham,
Pinal, Mohave Counties



Nichole Jackson, Procurement Specialist

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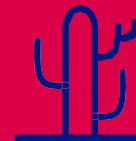
Service Area: East Maricopa County, Yavapai,
Coconino and Gila Counties



Robert "Bob" Mucci, Procurement Specialist

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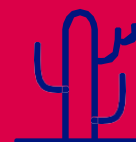
Service Area: Cochise, Santa Cruz &
Pima County



Amanda Howard, Program Coordinator

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SAM Assistance



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Questions

Thank you!



Visit our website for more information: www.azptac.com