



Small Business Monthly Briefing

MICC Fort Carson **7cbrfUM1b[CZW**





Agenda



- Introduction of Small Business Specialist (SBS)
- General Tips
- Capability Statements
- FedBizOpps (FBO)
- Construction
- Services
- Commercial Items
- Government Purchase Card (GPC)
- FedBid
- Questions and Answers





Introduction



- (719) 526-6624, Assistant Director of Small Business Programs, Mission and Installation Contracting Command, Fort Carson, CO
- Please keep in mind that this presentation is only meant to be an introduction to these concepts as they are known at this time and will not address every issue/situation that you may encounter.





I can't/won't

- **Promise you a contract**
- **Advocate one contractor over another**
- **Tell you how to price your proposal**
- **Tell you what answers to put down on your certs and reps**
- **Tell you how to set up your company**
- **Give legal advice**
- **Send you copies/tell you about every solicitation that your firm could have an interest in**





I can



- **Help you navigate the Government procurement maze**
- **Explain the supplies and services normally bought by Ft. Carson**
- **Explain general information on contract clauses as I understand them**
- **Give out POCs and general information**
- **Provide you with a listing of Contracts**
- **Show you the web-sites where we post our requirements**
- **Advocate for Small Businesses as a whole**





We Buy. . . .



The MICC Ft. Carson procures approximately \$150,000,000 in goods and services annually. These purchases include: construction projects, various types of commercial items with the exception of most NSN items, base operations support and other services needed to maintain the installation with the exception of those bought by non-appropriated funds (NAF). We do not normally procure advisory and assistance services. We provide some contracting support to Pueblo Chemical Depot and Pinon Canyon Maneuver Site (PCMS) .





Helpful Definitions (in a nutshell)



- **NAICS Codes**- One is associated with every procurement (KO or Contract Specialist picks). All have a size standard (either # of employees or average annual revenue) associated with them.
- **RFP**-Request for Proposal (usually formal)
- **RFQ**-Request for Quote (less formal)
- **KO**-Contracting Officer, only one with the authority to obligate the Government
- **FAR**-Federal Acquisition Regulation-We have to follow





Tips



- **Read the entire RFP/RFQ.**
- **Ask questions before submitting your proposal/quote.**
- **Comply with the evaluation factors. Evaluation factors tell you what the Government will evaluate your proposal on.**
- **Respond with the completed proposal by the date and time due.**
- **Make sure you have the necessary certifications.**
- **Valid Past Performance References**





General Information



- **Must be CCR registered www.ccr.gov**
 - ✓ **Duns No. NAICS Code**
- **Dynamic Small Business Search**
- **Online Reqs and Certs (ORCA) www.bpn.gov**
- **WAWF-Wide Area Workflow <https://wawf.eb.mil/>
Invoicing system**
- **Types of Small Business Set-asides (that we commonly use)**
 - ✓ **Emerging, 8(a), Hubzone, SDVOSB, Small Business**





General Capability Statements

(Not a requirement-just helpful)



- **Clear and concise description of services**
- **NAICS**
- **Business Size**
- **Past Performance information**
- **Limit to 2 pages**
- **E-mail for posting on shared drive**
- **See sample book**
- **Capability statements in response to sources sought notices need to be tailored to each notice**





FedBizOpps (www.fbo.gov)



Home - Federal Business Opportunities: Home - Windows Internet Explorer

https://www.fbo.gov/index?cck=1&au=&ck=

File Edit View Favorites Tools Help Links FPDS CCASS New Timesheets SB Size Standards ACBIS ABCAS WAWF ATAAPS Home Page

Home - Federal Business Opportunities: Home Home Feeds (1) Print

FEDBIZOPPS.GOV Federal Business Opportunities

IAE E-GOV USA.gov

Home Getting Started General Info Opportunities Agencies Privacy

Search more than **31,900*** active federal opportunities.

Posted Date: Last 90 Days Set-Aside Code: Any

Place of Performance: Any State or Territory Type: Any

Keyword / Solicitation #: Agency:

Search

Additional criteria and multiple selections are available on the [advanced search form](#).
* Notices posted within the last 90 days.

Important information for Federal contractors and subcontractors regarding the Association of Community Organizations for Reform Now (ACORN)

Buyers / Engineers

Government users may post, manage, and award opportunities.

Username [View Opportunities](#)
No login is required to view opportunities.

Vendors / Citizens

Vendors and citizens may search, monitor, and retrieve opportunities.

Username [Find Opportunities](#)
No login is required to view opportunities.

RECOVERY

FBO now contains Recovery and Reinvestment Act actions.

[SEARCH RECOVERY OPPORTUNITIES](#)

[SEARCH RECOVERY AWARDS](#)

FBO RECOVERY REPORTS

- Click here for [Opportunities](#)
- Click here for [Awards](#)

Click [here](#) to learn more.

USER GUIDES

- [Buyer](#)
- [Vendor](#)
- [Engineer](#)
- [Location / Agency Admin](#)

Use [Adobe Acrobat Reader](#) to view files in PDF format.

DEMONSTRATION VIDEOS

Watch demonstration videos

Advanced Search

Enter your search criteria and click search to find opportunities

Posted Date:

Place of Performance State:
Hold CTRL to select multiple states
Alabama
Alaska
Arizona
Arkansas
California

Place of Performance Zip Code:
Separate multiple zip codes by commas

Documents To Search:
 Active Documents
 Archived Documents
 Both

Set-Aside Code:
[More information about Set-Aside Codes](#)

Competitive 8(a) Partial HBCU / MI Total HBCU / MI
 Emerging Small Business Partial Small Business Total Small Business
 HUBZone Service-Disabled Veteran-Owned Small Business Very Small Business

Opportunity/Procurement Type:

Presolicitation Combined Synopsis/Solicitation Sources Sought
 Modification/Amendment/Cancel Sale of Surplus Property Special Notice
 Foreign Government Standard Award Notice Justification and Approval (J&A)

Agency/Office/Location(s)*:

All Agency/Office/Locations Specific Agency/Office/Locations

Address bar: <https://www.fbo.gov/index?s=opportunity&tab=search&mode=list> Live Search

Navigation: Home | Feeds (1) | Print

Search For Opportunities - Federal Business Opportun...

- Modification/Amendment/Cancel
- Foreign Government Standard
- Sale of Surplus Property
- Award Notice
- Special Notice
- Justification and Approval (J&A)

Agency/Office/Location(s)*:

- All Agency/Office/Locations
- Specific Agency/Office/Locations

Specific Agencies / Offices*:

Type in a partial agency name below and then choose a match to add it to your selection.
To remove a choice from your selection press the [X] icon on the left.

Department of the Arm

- Department of the Army/ACA, Pacific
- Department of the Army/ACA, The Americas
- Department of the Army/ACA, US Army Contracting Command Europe
- Department of the Army/Army Contracting Agency, ARCENT
- Department of the Army/Army Contracting Agency, North Region
- Department of the Army/Army Contracting Agency, South Region
- Department of the Army/Army Contracting Command
- Department of the Army/Army Contracting Command, ECC
- Department of the Army/Army Contracting Command, MICC**
- Department of the Army/Defense Contracting Command-Washington

is in the Office Location field.

 Recovery and Reinvestment Act Action:

- yes
- no
- [ignore]

Keywords or SOL#:

Enter a keyword or solicitation number to search all opportunity data.

- Modification/Amendment/Cancel
- Foreign Government Standard
- Sale of Surplus Property
- Award Notice
- Special Notice
- Justification and Approval (J&A)

Agency/Office/Location(s)*:

- All Agency/Office/Locations
- Specific Agency/Office/Locations

Specific Agencies / Offices*:

Type in a partial agency name below and then choose a match to add it to your selection. To remove a choice from your selection press the [X] icon on the left.

Department of the Army/Army Contracting Command, MICC

To specify office locations, click the button below. You will lose any saved selections in the Office Location field.

Show/Update Office Locations For Selected Agencies

Office Location:

Army Contracting Command, MICC/Fort Campbell DOC

Army Contracting Command, MICC/Fort Carson DOC

Army Contracting Command, MICC/Fort Drum DOC

Army Contracting Command, MICC/Fort Eustis Contracting Center

Army Contracting Command, MICC/Fort Gordon DOC

Army Contracting Command, MICC/Fort Hamilton DOC

<p>58--Intent to Sole Source for a DC2E Audio/Visual system. W911RZ-10-T-0045 58 -- Communication, detection, & coherent radiation equipment</p>	<p>Department of the Army Army Contracting Command, MICC Fort Carson DOC</p>	<p>Presolicitation</p>	<p>Jan 25, 2010</p>
<p>W--Conference Facilities and Supporting Services W911RZ-10-A-CONFERENCES W -- Lease or Rental of equipment</p>	<p>Department of the Army Army Contracting Command, MICC Fort Carson DOC</p>	<p>Sources Sought</p>	<p>Jan 22, 2010</p>
<p>36--Work Assist Lift Vehicle W911RZ-10-T-0052 36 -- Special industry machinery</p>	<p>Department of the Army Army Contracting Command, MICC Fort Carson DOC</p>	<p>Award</p>	<p>Jan 21, 2010</p>
<p>X--This amendment is to post questions from vendors and the respective answers. W911RZ-10-T-0054 X -- Lease or rental of facilities</p>	<p>Department of the Army Army Contracting Command, MICC Fort Carson DOC</p>	<p>Combined Synopsis/Solicitation (Modified)</p>	<p>Jan 21, 2010</p>
<p>U--Award for ESL Instructor W911RZ-10-T-0035 U -- Education & training services</p>	<p>Department of the Army Army Contracting Command, MICC Fort Carson DOC</p>	<p>Award</p>	<p>Jan 21, 2010</p>
<p>X--Questions and Answers regarding Chaplain Annual Sustainment Training conference solicitation W911RZ-10-T-0042 X -- Lease or rental of facilities</p>	<p>Department of the Army Army Contracting Command, MICC Fort Carson DOC</p>	<p>Combined Synopsis/Solicitation (Modified)</p>	<p>Jan 19, 2010</p>
<p>RECOVERY--Y--PROJECT NUMBER 38905, Repair interior, bldg 8030 Floors, Finishes, Latrines, HVAC, Elect. RECOVERY W911RZ10B0008 Y -- Construction of structures and facilities</p>	<p>Department of the Army Army Contracting Command, MICC Fort Carson DOC</p>	<p>Presolicitation (Modified)</p>	<p>Jan 14, 2010</p>
<p>RECOVERY--Y--PROJECT NUMBER 39392, Replace Flooring child development center</p>	<p>Department of the Army</p>		



Other Search Criteria



- **By clicking on “Advanced Search” you can also search by:**
 - ✓ **Procurement Type (i.e. Pre-solicitation notices only)**
 - ✓ **NAICS Code**
 - ✓ **Classification Code**
 - ✓ **Date Range**
 - ✓ **Place of Performance Zip Code-Ft. Carson (80913)**
 - ✓ **Set-Aside**
 - ✓ **Recovery Act Actions or J&As**
 - ✓ **Key Word**
 - ✓ **State of performance**





To Navigate Documents



RECOVERY--Y--PROJECT NUMBER 38843, Design /Construct Headquarters Facility For 71st Explosive O - Windows Internet Explorer

https://www.fbo.gov/?s=opportunity&mode=form&id=eeb298e64edd9efb055c55b3c7b59579&tab=core&_cview=1

File Edit View Favorites Tools Help Links FPDS AKO MICC HQs New Timesheets SB Size Standards ACBIS ABCAS WAWF ATAAPS Home Page

RECOVERY--Y--PROJECT NUMBER 38843, Design /Co... Home Feeds (J) Print

U.S. Army

Agency: Department of the Army
Office: Army Contracting Command, MICC
Location: Fort Carson DOC

Notice Details

Packages

Interested Vendors List

Print Link

Complete View

Original Synopsis

Presolicitation
Nov 24, 2009
2:07 pm

Changed

Nov 27, 2009
2:37 pm

Changed

Dec 18, 2009
9:00 am
Solicitation

Changed

Dec 18, 2009
1:00 pm

[Return To Opportunities List](#)

[Watch This Opportunity](#)

[Add Me To Interested Vendors](#)

Solicitation Number:

W911RZ10B0002

Notice Type:

Solicitation

Synopsis:

Added: Nov 24, 2009 2:07 pm Modified: Nov 27, 2009 2:37 pm [Track](#)

Changes

The purpose of this modification for notice W911RZ10B0002 is to clarify the set aside decision for this requirement.

The original synopsis states: The requirement is 100% set-aside for a Certified 8(a) small business concern.

This sentence is replaced with: The requirement is a 100% 8(a) competitive set-aside for concerns located in the State of Colorado or having a bonafide place of business in the state of Colorado. If you have any questions as to your 8(a) status please call the Denver Small Business Administration at (303)844-2607.

It is the responsibility of the interested party to monitor www.fbo.gov for modifications, cancellations, or additional information for the requirement under W911RZ-10-B-0002.

ALL FILES

[Solicitation 1](#)

Dec 18, 2009

[See Solicitation](#)

[Amendment 1](#)

Dec 18, 2009

[See Solicitation](#)

GENERAL INFORMATION

Notice Type:

Solicitation

Original Posted Date:

November 24, 2009

Posted Date:

December 18, 2009

Response Date:

January 19, 2010

Original Response Date:

January 19, 2010

Archiving Policy:

Automatic, on specified date

Original Archive Date:

February 8, 2010



FBO Training Info

- **Vendor User Guide**
https://www.fbo.gov/downloads/FBO_Vendor_Guide.pdf
- **Vendor e-mail sign ups did not automatically come over from the old website.**
- **You can create “search agents” and “watch lists” from your log-in screen.**
- **Interested Vendor Lists**





Construction Requirements





How to do Business

- **Statutory Limit-New Construction-750K. New work over 750K goes to USACE. Most of our **new** construction work done out of Omaha office.**
- **If competitive with an estimated magnitude of over \$25K posted on Fed Biz Ops.**





Other Requirements

- **Performance and Payment Bonds**
- **SF 1413's**
- **Percentage of Work with own workforce 52.219-14 (15%-General Construction, 25% Specialty 50% Services) SDV and HZ-different rules**
- **Submittal of Certified Payrolls (your co. & all subs)**
- **Davis Bacon Requirements**





Service Requirements

- **Service Requirements**
 - ✓ **If over \$25K, advertised on FedBizOpps**
 - ✓ **Generally try to set-aside for small business if possible**
 - ✓ **SCA Wage Determination-minimums that you must pay employees with certain exceptions**
 - ✓ **Wage Determinations can be found on www.wdol.gov**





Subcontracting Opportunities



➤ **DPW O&M Contract**

Contractor-Kira Inc. 719-302-0311

The housing contract is no longer administered out of our office. To find out more information go to:

<http://rci.army.mil/>





Commercial Items



Any item, other than real property, that is customarily used by the general public or non-governmental entities for purposes other than governmental purposes. Most of the items that we buy at this office are considered commercial.





Example Commercial Items



Sod, Furniture Moves, Furniture, Tent Rentals, Generator Rentals, Concrete Barriers, Thermal Targets, Backpacks, Holsters, Head Lamps, Power Washers, Heavy Equipment rental, Bus Rentals, Vehicle Rentals, Ice Machines, Shredders, Heater Rentals, Parts Washer, Tactical Equipment, Computers, Printers, Projectors, LAN Installation, Cell Phone service, conference facilities





Government Purchase Card



The Purchase Card replaces the paper-based, time consuming purchase order process. It can be used to purchase commercially available goods and services subject to the established transaction amount, billing cycle amount and merchant code limitations.





GPC Thresholds (Most Buys)



\$2,000.00-Construction Work (Above \$2,000 subject to Davis Bacon Requirements).

\$2,500.00-Services (Above \$2,500 subject to Service Contract Act Requirements).

\$3,000.00-Supplies

GPC Program Coordinator- (719) 526-6594





Fed Bid



- **Some Commercial Items (mostly supplies) opportunities with an estimated value of under \$100,000.00 are being posted through Fed Bid.**
www.fedbid.com
- **Fed Bid is a reverse auctioning system.**
- **This could change in the near future.**
- **You will also see some supply and services buys posted on GSA E-Buy.**
https://www.gsaadvantage.gov/advgsa/advantage/ebuy/start_page.do?app=ebuy&source=elibrary
- **And Through Army Single Face to Industry ASFI**
<https://acquisition.army.mil/asfi/>





American Recovery and Reinvestment Act

- **Link to projects:** <http://www.defenselink.mil/recovery/>
- **News Releases:** <http://www.defenselink.mil/releases/>





Fort Carson/DOC Small Business Quick Reference Guide



All contractors wishing to do business with the Department of Defense (DoD) must register in the Central Contractor Registration (CCR) program. Central Contractor Registration (CCR) <http://www.ccr.gov>

Online Certs and Reps-ORCA www.bpn.gov

Dynamic Small Business Search Page:

http://dsbs.sba.gov/dsbs/search/dsp_dsbs.cfm Vendors can update from their CCR registrations. Key words and narratives are especially important.





Following are some additional Small Business sites that may answer some or all questions about doing business with the government. If after reviewing the links below, you believe you still need some additional assistance, contact the Directorate of Contracting.

GSA: www.gsa.gov If you are interested in obtaining a GSA schedule contact GSA (303)236-7409.

Small Business Administration – <http://www.sba.gov>

**Defense Logistics Agency (NSN Items)-
<http://www.dla.mil/db/>**

**Dept. of Defense-Small Business Office-
<http://www.acq.osd.mil/osbp/index.html>**





US Army Contracting Agency Northern Region Small Business-

http://www.acanrhq.army.mil/sadbu_index.htm

(ACA-NR no longer exists but site provides vendor resources.)

- DOD use of Army Mandatory BPA's-

<https://dod-email.dla.mil>

- Army Small Computer Program also known as Computer Hardware, Enterprise Software Solutions (CHESS)

https://chess.army.mil/ascp/commerce/content/prospective_vendor_FAQ.jsp or
<https://chess.army.mil>

- AAFES Contracting-(Non appropriated funds, base exchange)



<http://www.aafes.com/vendors/default.asp>



Other Area SBSs



- **Each base or post does things a little differently.**
 - ✓ **Peterson AFB- 719-556-4669**
 - ✓ **Schriever AFB- 719-567-3805**
 - ✓ **USAFA-719-333-4561**
 - ✓ **Army Space- 719-554-1969 (not many construction or O&M type requirements.)**





OTHER INFORMATION

Fort Carson

www.carson.army.mil

Small Business Administration
Procurement Center Representative (PCR)
(719) 556-7935

