

Air Force District of Washington



Rules of the Road for Accessing Federal Contracts

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Pride ... Teamwork ... Success



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Rule 1:



- Does the Government buy your products or services?

- Do your Homework

- Find out what agencies buy and how they purchase

- Federal Procurement Data System

- Federal Contract Opportunities

Government Purchase Card (GPC) is the preferred method for purchasing and paying for goods and services under the micro-purchase threshold.



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Rule 2:



- Are you ready to work with Federal agencies?
 - Registered in System for Award Management
 - Registered in SBA Dynamic Small Business Search

 - Resources:
 - Small Business Administration
 - Subcontracting opportunities

 - Procurement Technical Assistance Centers

 - SCORE

 - Agency Small Business Specialist



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Rule 3:



- Read the information provided on the website
- Respond to Sources Sought/Request For Information
- Review Agency Long Range Acquisition Estimates
- Attend Agency Small Business Events
- Get to know the Small Business Liaison Officer at Prime contractor sites



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Tips



- Agency SBPs serves as a liaison between you and Contracting Officer/Program Manager
- Only contact Contracting/Program Office when directed
- Posture yourself for renewal on recurring acquisition
 - Consider Teaming arrangement



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Helpful Links

- **Federal Contract Opportunities (SAM.gov):** www.beta.SAM.gov
 - Federal agencies are required to use this site to communicate available procurement opportunities and their vendor requirements to the public and interested potential vendors for all contracts valued over \$25,000
- **System for Award Management (SAM):** www.sam.gov
 - SAM is the new registration portal for contractor registration and business registrations. This has replaced and combined any former platforms. All vendors looking to do business with the Federal Government must have an active registration in SAM. There is no cost associated with using and/or registering in SAM.
- **Federal Procurement Data System (FPDS):** www.fpds.gov
 - Continue using FPDS eZsearch for details on specific contracts. FPDS remains the authoritative source for entering and viewing details about contract award data.
- **Small Business Administration (SBA):** www.sba.gov
 - A wealth of information and resources related to the various programs and assistance the SBA provides to small businesses.



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Helpful Links

- **SBA Subcontracting Info:** <https://www.sba.gov/contracting/finding-government-customers/subcontracting>
 - Resources to understand the Small Business Subcontracting Program and identify potential opportunities.
- **SBA Dynamic Small Business Search (DSBS):** http://web.sba.gov/pro-net/search/dsp_dsbs.cfm
 - As a small business registers in SAM, there is an opportunity to fill out your small business profile. The information provided populates DSBS, a tool contracting officers use to identify potential small business contractors for upcoming contracting opportunities. Small businesses can also use DSBS to identify other small businesses for teaming and joint venturing.
- **Association of Procurement Technical Assistance Centers (PTACs):** <http://www.aptac-us.org/>
 - A nationwide network of procurement professionals working to help local businesses compete successfully in the government marketplace; Learn about their services/resources and locate your local PTAC.



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Helpful Links



- **SCORE Association:** www.score.org
 - A nonprofit resource in partnership with the SBA to provide free and confidential business advice and assistance through a network of volunteer business experts.
- **USA Spending:** www.usaspending.gov
 - Publicly accessible, searchable website of federal contract, grant, loan, and other financial assistance awards of more than \$25,000 to give the American public access to information on how tax dollars are being spent
- **BusinessUSA:** <https://usa.gov/>
 - Centralized, one-stop platform to make it easier for businesses to access services to help them grow and hire; Includes contact information for various Offices of Small & Disadvantage Business Utilization (OSDBU) and procurement.



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Helpful Links

- **DoD Office of Small Business Programs (OSBP):** <http://business.defense.gov>
 - Information specific to DoD small business programs, including contact information and websites for Small Business Offices across the DoD.
- **US Air Force Small Business:** www.airforcesmallbiz.af.mil
 - Information specific to USAF small business programs, including contact information and websites for Small Business Offices across the Air Force Major Commands. There is a list of AF expired contracts.
- **Federal Acquisition Regulation (FAR) site:** <http://Acquisition.GOV>
 - Easily navigable resource for the FAR, DoD FAR Supplement (DFARS) and other defense component and civilian agency supplements (not official site for FAR or its supplements). Assists in understanding various agencies and small business policies; Can be used as a reference for clauses in your contract



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Final Thoughts



Utilize the various free resources to assist and prepare, so you don't waste time; and only meet with agencies that actually purchase your products or services

Attend small business events, network and look for teaming partners to assist with larger procurements or for work required on an acquisition that are outside your specialty

Best of Luck to you on obtaining future contracts with the Federal Government



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Contact Us



AIR FORCE DISTRICT of WASHINGTON **SMALL BUSINESS**

Mission: Deliver small business solutions for AFDW requirements

Vision: Make small business the solution of choice

AFDW Small Business Office (DoDACC FA7014)

Email: AFDW.SB.Workflow@us.af.mil

11th Wing Small Business Office (DoDACC FA7060)

Email: 11WG.SBO.Workflow@us.af.mil

316th Wing Small Business Office (DoDACC FA2860)

Email: 316WG.316-CONS.SMALLBUSINESS@us.af.mil

<https://www.afdw.af.mil/Units/Small-Business/>