

Missouri Procurement Technical Assistance Center (MO PTAC)

Government Contracting Overview

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The Government as a Customer

- **Worlds largest customer**
- **Buys everything**
- **Spends billions of \$**



Typical Size of the Total Government Market

Federal Acquisition

- ~\$400 Billion

State & Local Acquisition

- ~\$430 Billion

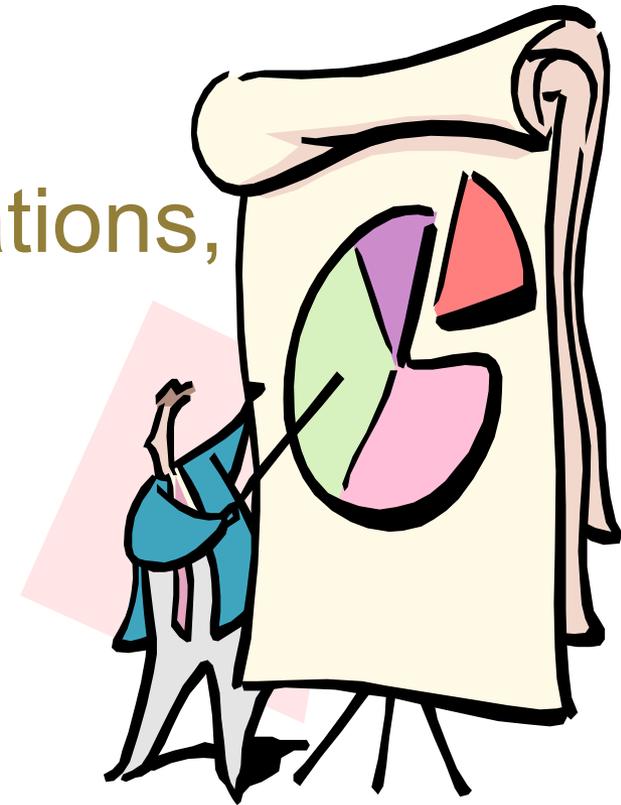
Total Government Acquisition

- ~\$830 Billion



Federal Purchases by Category

- 36% - Supplies and Equipment
- 35% - Services
- 19% - Agriculture, Utilities, Transportation, Communications, Finance & Administration
- 7% - Construction
- 3% - Wholesale/Retail



What Does The Government Want?

- Quality product or service
- Delivered on time
- At a competitive cost



Federal Gov't Bid Opportunities

- > \$25,000 Required to publicize electronically on www.fedbizopps.gov
- \$10,000 - \$25,000 Not required to publicize electronically but required to seek 3 competitive bids
- < \$3,000 Credit Card Purchase, not required to publicize electronically or seek competitive bids. Federal agencies spent over \$44 Billion in FY 2003 by this method.



State & Local Gov't Purchasing Thresholds

- Each state & local government agency sets their own threshold for which they seek competition.
- Each state & local government agency set their own threshold for publicizing their bid opportunities and have their own website to which they post them.



Government Registrations

- Federal, state and most local government agencies require businesses to complete a vendor registration with them prior to being eligible to win their government contracts.



Federal Registrations

- Central Contractor Registration (CCR)
 - www.ccr.gov
- SBA Supplemental Information
- Online Representations & Certifications Application (ORCA)
 - www.orca.bpn.gov
- Veteran-owned Business Registration
 - www.vip.vetbiz.gov



State of Missouri Bid Opportunities & Registrations

- Missouri Office of Administration, Division of Purchasing
 - Bid Opportunities <http://oa.mo.gov/purch/>
 - Vendor Registration <https://www.moolb.mo.gov/Glue/>
- Missouri Facilities Management Design & Construction (applicable for Architect & Engineering firms)
 - <http://oa.mo.gov/fmdec>
- Missouri Department of Transportation (applicable for architectural, engineering & construction firms)
 - <http://www.modot.mo.gov>



State of Kansas Bid Opportunities & Registrations

- Kansas Department of Administration
 - www.da.state.ks.us/purch
- Link to Kansas Department of Transportation, KU and Architectural Services who have their own procurement sites



Local Government Bid Opportunities & Registrations

- **City of Kansas City** <http://www.kcmo.org>
 - Human Relations Department, 816-513-1836
 - Purchasing and Supplies Division, 816-513-1161
 - How to Do Business w/City of KCMO workshop 4th Wednesday of every month 816-513-6817
- **Jackson County**
<http://www.co.jackson.mo.us/bus.shtml>
 - Missouri Purchasing Department, 816-881-3267
 - Sicomnet e-procurement provider,
www.sicomm.net



Government Certifications

- Federal, state and most local government agencies have diversity programs offering assistance to small business who meet certain social/economic requirements.



Federal Certifications

Small Business Administration:

- 8(a) Business Development Program www.sba.gov/8adb
- HUB-Zone Certification www.sba.gov/hubzone
- Women-Owned Small Business & Economically Disadvantaged Women-Owned Small Business www.sba.gov/wosb

Non-Small Business Administration Certifications (Self Certify):

- Small Disadvantaged Business (SDB) Certification
- Veteran & Service Disabled Veteran-owned business currently self-certify but can “verify” with VA for VA projects.



Benefits of Federal Certifications

- Sole Source & Set-Asides for 8a, HUB-Zone, WOSB/EDWOSB & Service Disabled Veteran-Owned Business
- 10% Price evaluation adjustments on competitive acquisitions for 8a and HUB-Zone
- Evaluation factors for Government agencies meeting socio-economic goals
- Evaluation factors for Prime contractors using subcontractors with certifications



State of Missouri Certifications

- Missouri Office of Administration, Division of Purchasing - Two certifications; Minority and Woman Business Enterprises.
 - <http://oa.mo.gov/oeo>
- Missouri Department of Transportation handles Disadvantage Business Enterprises
 - http://www.modot.org/business/contractor_resources/External_Civil_Rights/DBE_program.htm



State of Kansas Certifications

- Kansas Department of Commerce & Housing handles certifications for disadvantaged (minorities and women) business enterprises.
 - www.kansascommerce.com
- Kansas Department of Transportation handles certifications for disadvantaged business enterprises (DBE)
 - www.ksdot.org/divadmin/civilrights/



Other State Registrations & Certifications

- National Association of State Procurement Officials is a directory listing purchasing procedures for each state.
 - www.naspo.org (click on Map)



Local Government Certifications-City of Kansas City

- Minority/Women/Disadvantaged Business Enterprise program is handled through Human Relations Department
 - 816-513-1836
 - MWDBE Pre-Certification workshop last Tuesday of each month 816-513-1836
 - www.kcmo.org/KCKMO/Depts/GeneralServices/Procurement/SupplierProcess/index.htm#Minority
- Small Local Business Enterprise (SLBE) is handled through Human Relations Department
 - www.kcmo.org/CKCMO/Depts/CityManagersOffice/HumanRelationsDivision/index



Government Contracting Can Be Difficult But There is Help

Government contracting is very time consuming, the regulations and paperwork involved can be very intimidating, and large businesses win a majority of government contracts. But the government knows the importance of small businesses for our economy and they want to encourage small businesses to participate in the government contracting arena.



Are You A Small Business?

- Size Standards are set by the SBA
- Based on NAICS codes
- <http://www.sba.gov/size/>



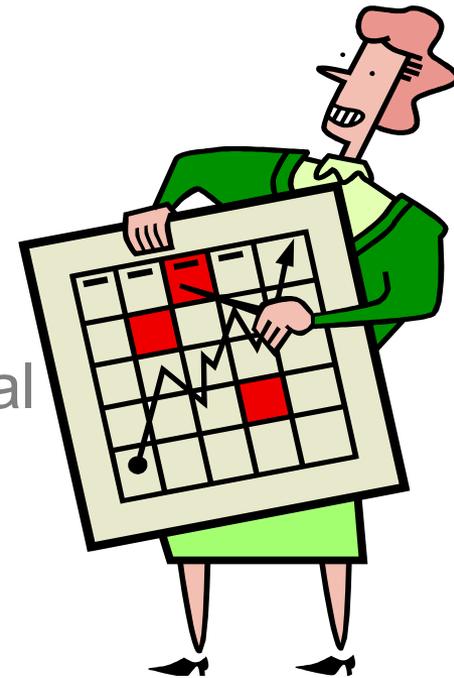
Small Business Assistance

- Federal government agencies have small business participation goals.
- Federal Prime contractors performing a contract of >\$650,000 in all industries (>\$1.5 Million in construction) have small business subcontracting participation goals.
- Federal projects between \$3,000 and \$150,000 are set aside for small business competition.
- Created PTAC program to assist small businesses with government contracting efforts.



Federal Government Small Business Participation Goals

- Total Federal Acquisition Spending
 - ✓ Approx. \$400 Billion
- Small Business Market Share
 - ✓ Small Business Goal
 - 23% (\$100 Billion)
 - ✓ Small Disadvantaged Business Goal
 - 5% (\$20 Billion)
 - ✓ Women-Owned Business Goal
 - 5% (\$20 Billion)
 - ✓ HUB-Zone Business Goal
 - 3% (\$12 Billion)
 - ✓ Service-Disabled Veteran-Owned Business Goal
 - 3% (\$12 Billion)



PTAC Program

- Created by Congress in 1984 to assist businesses entering into the government procurement arena.
- Funded by Department of Defense (DoD) Cooperative Agreements.
- Frequently hosted by universities with a cost sharing grant or cooperative agreement.
- Find listing of all PTACS at
<http://www.dla.mil/db/procurem.htm>
<http://www.aptac-us.org/>



Missouri (MO) PTAC

Our mission is to work with businesses to help them obtain and perform federal, state, and local government contracts which will generate employment and improve the local economy.



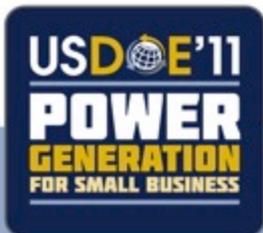
MO PTAC Procurement Counseling Services

- Contractor Registrations & Certifications
- Marketing to the Government
- Bidding Opportunities
- Bid/Quote/Proposal Preparation
- Federal & Military Specifications & Standards
- Procurement History
- Electronic Commerce



Contractor Registration Assistance

- Make you aware of the Federal, state & local government registrations
- Provide registration websites
- Provide one on one technical registration assistance



Contractor Certification Assistance

- Make you aware of the Federal, state & local government certifications
- Help determine if you meet the eligibility requirements
- Provide certification application websites
- Provide one on one technical certification application assistance



Marketing to the Government

- Developing Marketing Strategies
- Identifying Buying Offices
 - Determine your Federal Supply Classifications (FSC/PSC) www.usabid.com/resources/tables/pscs. Federal Procurement Data System Reports purchases by FSC/PSC <https://www.fpds.gov>
 - Forecast websites
 - Federal Agencies:
 - www.acqnet.gov/AcqNet/FedBusOpps/
 - www.sba.gov/GC/forecast.html
 - www.pforecast.net
 - State Agencies: each purchasing website
 - MO Buyers Guide
 - Phone Book



Marketing to the Government (cont)

- **Contacting Buying Offices by:**
 - Visits
 - Phone calls
 - Brochures
 - Bidder's/vendor's mailing lists



Bidding Opportunities

- Electronic Bid Matching of Federal, state and local government bid leads by establishing your company profile consisting of:
 - Keywords
 - FSC/PSC
 - SIC/NAICS
 - States of performance (including international leads)



Types of Bid Matches

- Federal Government bid leads
 - Sources Sought, Pre-Solicitations, Procurements
- State and Local Government bid leads
- Contract Awards notices (useful for subcontracting opportunities)
- SUB-Net subcontracting bid leads
- Foreign bid leads



Bid/Quote/Proposal Preparation

- Complete Representations and Certifications
- Understand Federal Acquisition Regulations and Clauses
- Complete Forms
- Review Offers
- Prepare Oral Presentations



Specifications and Standards

- Access to over 100,000 federal and military specifications and standards.
 - Mil Spec 129: Marking (Bar Coding & RFID)
- Track by number or nomenclature



Procurement History Record

- Past pricing
- Previous quantities
- Dates purchased
- Contracted vendors
- Tracked by National Stock Numbers (NSN)



Electronic Commerce

- Internet sites
- Electronic Bulletin Boards (EBB)
- Electronic Data Interchange (EDI)
- Seminars/workshops
- Technical support



PTAC Performance

- MO PTAC Cumulative 1993-2011 (as of 1-21-11)
 - 19,001 Client contracts
 - \$2.490 Billion Client contract Dollars
 - 49,808 Jobs Created
- All PTAC for FY 2006
 - 99,000 Client contracts
 - \$14.188 Billion Client contract Dollars
 - 300,000 Jobs Created
- Return on Investment: Over \$600 for every federal dollar invested



Cost for MO PTAC Services

- \$50 to attend Winning Government Contracts: The First Steps seminar
- \$300 per year for Bid Matching Service
 - First 3 months free
 - No obligation to continue after free period
- No cost for Consulting Services
 - (Registration, Certification, Marketing or Bid Preparation assistance; access to Specification or Standards; access to Procurement Histories)



MO PTAC Locations

<http://www.moptac.net>

- **UMKC**

4747 Troost Ave, Suite
105
Kansas City, MO 64110
816-235-2891x2
816-235-2947 fax

Carroll, Clay, Jackson (only
businesses located in the city of
Kansas City), Platte, and Ray

- **Mizzou Center**

1600 Coronado Drive
Blue Springs, MO 64014
816-655-6229 phone
816-655-6717 fax

Cass, Henry, Jackson (all businesses
not located in the city of Kansas
City), Johnson, and Lafayette



Missouri PTAC

Thank You!

