

US ARMY CORPS OF ENGINEERS FORT WORTH DISTRICT



CONTRACTOR'S GUIDE FOR SMALL BUSINESSES

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One Corps Serving The Army and the Nation



WHO ARE WE



The U.S. Army Corps of Engineers is a worldwide organization that provides engineering services, environmental restoration, and construction support for a wide variety of civil and military projects.

WHAT WE DO

Major Programs within the Army Corps:

- Civil Works
- Military
- Support for Others
- Disaster Response



CIVIL WORKS



Planning, design, construction, operation and maintenance of water resources project:



Maintainance to water supply;



•Flood control and damage reduction;



Navigation & environmental restoration;



Hydropower; and



•Recreation and other water-related needs.



MILITARY



Engineering, construction and environmental management services:



•Construct new facilities and rehabilitate older facilities;



•Design new facilities, rehabilitate older facilitites and assist with installations' engineering problems; and



•Environmental resource protection.



SUPPORT FOR OTHERS



Providing planning, engineering, construction management and environmental services to various federal agencies, such as:



Federal Emergency Management Agency (FEMA);



Department for Homeland Security (DHS);



•Housing and Urban Development (HUD);



Federal Aviation Administration (FAA); and



Environment Protection Agency (EPA).



DISASTER RESPONSE



Provides the immediate physical needs for victims of floods, severe storms or other natural disasters that strike our nation. We are the first-responders who provide:



·lce;



Drinkable water;



Generators;



Flood-fighting materials; and



•Remove debris and inspect damaged structures.



HOW WE BUY



<u>Micro Purchases</u> – Purchases less than \$3,000. All must be done with the government-wide credit card, with few exceptions. These purchases may include services, supplies and construction.

<u>Simplified Acquisition Procedures</u> – Purchases estimated between \$3,000 and \$100,000. Reasonable competition is required. Awards are typically in the form of a firm-fixed price purchase order. All purchases over \$25,000 will be advertised in FedBizOpps. Commercial Items can be purchased under simplified acquisition procedures up to \$5.5 million dollars.



HOW WE BUY



Contract Procedures – Actions greater than \$100,000. New contract requirements are advertised and procured through the use of either Request for Proposals (RFP - negotiated) or Invitations for Bids (IFB - sealed bid). RFPs allow for discussions, if necessary, and selection is based on factors such as technical capability and past performance as well as price. IFBs are solicitations where price is the primary basis for selection, provided the bidder is responsive and responsible. Awards are typically firm-fixed price stand-alone contracts or firm-fixed price indefinite delivery contracts for a base year and option periods.

We also utilize GSA schedules, Agency BPAs and BOAs



WHY WE ARE HERE



The U.S. Army Corps of Engineers endeavors to:

- Provide procurement opportunities;
- Train and counsel businesses for success; and
- •Establish a broad base of capable suppliers to support the Army's mission.



WHAT YOU NEED TO DO



Obtain a D-U-N-S Number

http://fedgov.dnb.com/webform/displayHomePage.do;jsessionid=78 327F0EFB754D8F898142088177241B

- Obtain a CAGE (Commercial and Government Entity) Code http://www.dlis.dla.mil/cageserv.asp
- •Identify your product or service through NAICS www.census.gov/epcd/www/naics.html
- Business Partner Network
 - Central Contractor Registration http://www.ccr.gov/
 - •ORCA (On-Line Representations and Certifications Application) http://orca.bpn.gov/
- Dynamic Small Business Search (formerly Pro-net)
 http://dsbs.sba.gov/dsbs/dsp_dsbs.cfm



WHAT YOU NEED TO DO



•Complete Appropriate Forms From GSA (if applicable)
www.gsa.gov/Portal/gsa/ep/formslibrary.do?formType=GSA







- Bonding Insurance
 - Payment bond
 - Performance bond
- Company Quality Plan
- Company Safety Plan



BUSINESS ASSISTANCE THE SMALL BUSINESS ADMINISTRATION



Small Business Administration

http://www.sba.gov/

Small Disadvantaged Business Program

http://www.sba.gov/aboutsba/sbaprograms/sdb/index.html

•8(a) Program

http://www.sba.gov/services/contractingopportunities/contracting/8a/index.html

HUBZone Program

http://www.sba.gov/services/contractingopportunities/contracting/hubzone/index.html



BUSINESS ASSISTANCE THE SMALL BUSINESS ADMINISTRATION



Veteran's Program

http://www.sba.gov/aboutsba/sbaprograms/ovbd/index.html

Women's Program

http://www.sba.gov/aboutsba/sbaprograms/onlinewbc/index.html



BUSINESS ASSISTANCE THE SMALL BUSINESS ADMINISTRATION



- Small Business Administration, Office of Government Contracting http://www.sba.gov/aboutsba/sbaprograms/gc/index.html
- Procurement Center Representatives
 http://www.sba.gov/services/contractingopportunities/contracting/pace
 nters/index.html
- •Commercial Marketing Representative http://www.sba.gov/aboutsba/sbaprograms/gc/contacts/gc_cmr.html
- List of Prime Contractors

http://www.sba.gov/aboutsba/sbaprograms/gc/contacts/gc_subcontractsopportunities.html



SOCIO-ECONOMIC PROGRAMS



- Small Business (SB)
- Small Disadvantaged Business (SDB)
- •8(a) Program
- Historically Underutilized Business Zone (HUBZONE)
- Women-Owned Small Business (WOSB)
- Service-Disabled Veteran-Owned Small Business (SDVO)
- Historically Black Colleges & Universities/Minority Institutions (HBCU/MI)



SMALL BUSINESS



- •Contracts between \$3,000 and \$100,000 must be reserved exclusively for small business exceptions under FAR 13.003
- •Set-aside FAR 6.203 No Justification or determination and findings required
- •Competitive Demonstration Program prohibits the use of small business set-asides in Designated Industry Groups (FAR 19.10 and DFARs 219.10)
- Self-Certifying Program



SMALL DISADVANTAGED PROGRAM



- •51% owned and controlled by socially and economically disadvantaged individuals
- •Example:
 - Black Americans
 - Hispanic Americans
 - Asian Pacific Americans
 - Subcontinent Asian Americans
 - Native Americans
- •No set-aside Use 8(a), Small Business, Service-Disabled Veteranowned small business, and Hubzone programs
- SBA-Certifying Program
- Used to fulfill Subcontracting Goals



8(A) PROGRAM



- •51% directly and unconditionally owned by socially and economically disadvantaged individuals
- •8(a) set-aside for \$3,500,000.00 and above FAR 6.204 No justification or determination and findings required
- •8(a) sole source under \$3,500,000.00 FAR 6.302-5 waives justification and approval requirements
- Program lasts 9 years
- All 8(a) contractors are SDB certified by SBA



HUBZONE PROGRAM



- •51% owned and controlled by US citizens, Community Development Corps, Alaska Native Corporations or Indian tribes
- Principal Office located in a HUBZone
- •At least 35% of employees must reside in a HUBZone
- •Set-aside FAR 6.205 No justification or determination and findings required
- SBA-Certifying Program
- Definition
 - Located in a qualified census tract
 - Located in a qualified "non-metropolitan" county
 - Located in the boundaries of federally recognized Indian reservations



WOMEN-OWNED SMALL BUSINESS



- •51% owned and controlled by a woman or women
- Management such as daily business operations are controlled by a woman or women
- •No set-aside Use 8(a), SB, Service-Disabled Veteran-Owned small business, and Hubzone programs
- Self-Certifying Program



SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS



- •51% owned and controlled by a service-disabled veteran
- •Management such as daily business operations are controlled by a service-disabled veteran
- •Service-Disabled Veteran-Owned Small Business Set Aside FAR 6.206 No Justification or determination and findings required
- Self-Certifying Program



HISTORCIALLY BLACK Fort Worth District COLLEGES/UNIVERSITIES **AND** MINORITY INSITITUTIONS

- •HBCUs Established in 1980 DFARs 226 DOD Program
- List: http://web.em.doe.gov/emtrain/minority.html
- HBCU/MI set-aside



BUSINESS ASSISTANCE FROM OUTSIDE GOVERNMENT AGENCIES

- Procurement Technical Assistance Center (PTAC)
 http://www.dla.mil/db/procurem.htm
- Service Corps of Retired Executives (SCORE) http://www.score.org/
- Minority Business Development Agency (MBDA)- List of all Centers http://www.mbda.gov/?section_id=10
- •Small Business Development Centers (SBDC) Locations
 http://www.sba.gov/aboutsba/sbaprograms/sbdc/sbdclocator/index.html



PTAC SUPPORT



PTACs offer the following services:

- Bid Match Service
- Orientation to the Procurement System
- Bid Preparation Assistance
- Government Specification for Bidding
- Training, Seminar, and Conferences
- Bid History and Contract Award Results
- Seek Procurement Opportunities



SCORE & MBDA



- •SCORE (Service Corps of Retired Executives) offers free and confidential business advice
- •MBDA (Minority Business Development Agency) provides minority entrepreneurs with one-on-one assistance in:
 - Writing business plans
 - Marketing
 - Management and Technical Assistance
 - •Financial planning to assure adequate financing for business ventures



SBDC



- •SBDC (Small Business Development Centers) provides assistance in the areas of :
 - Finance
 - Marketing
 - Production
 - Organization
 - •Engineering and technical problems and feasibility studies
 - Economic Development Activities



WHERE TO FIND THE OPPORTUNITIES



•FEDERAL BUSINESS OPPORTUNITIES (FEDBIZOPPS)

http://www.fbo.gov/

ARMY SINGLE FACE TO INDUSTRY

https://acquisition.army.mil/asfi/solicitation_search_form.cfm

•FEDERAL TECHNICAL DATA SOLUTIONS (FedTeDS)

https://www.fedteds.gov/

FORT WORTH DISTRICT WEBPAGE

http://www.swf.usace.army.mil

FORT WORTH CONTRACTING DIVISION WEBPAGE

http://ebs.swf.usace.army.mil/

FORT WORTH SMALL BUSINESS WEBPAGE

http://www.swf.usace.army.mil/pubdata/SBO/index.asp

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FEDERAL BUSINESS OPPORTUNITIES (FEDBIZOPPS)



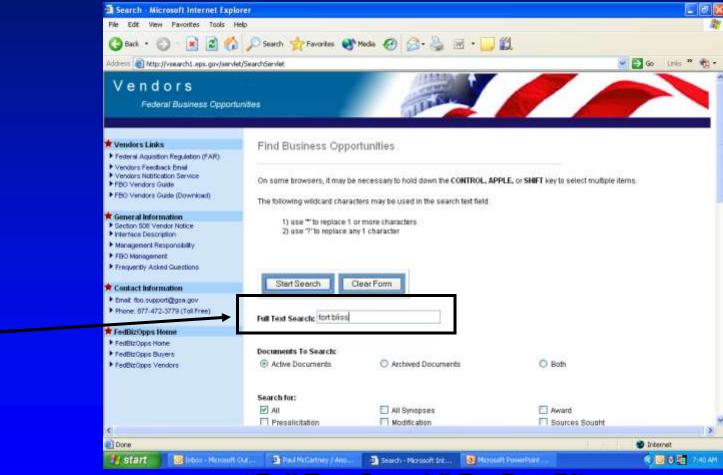


Click "Find Business Opportunities"



FEDBIZOPPS





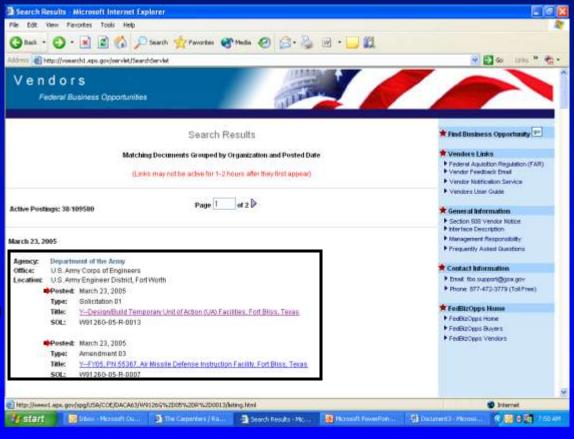
"Full Text Search" Ex. Fort Bliss

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FEDBIZOPPS





Other Results

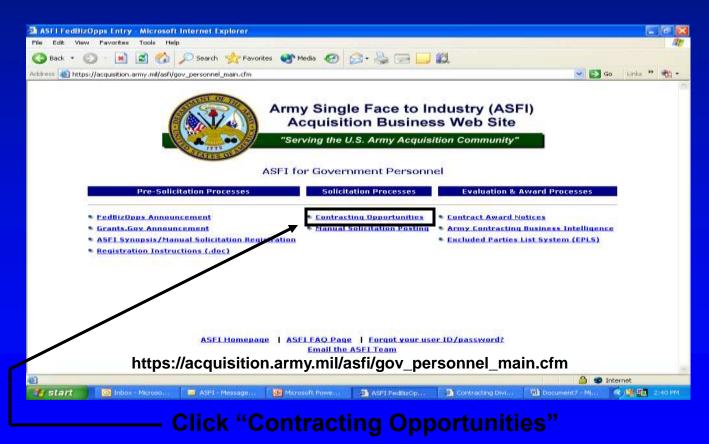
- •DLA
- •DA
- Other Defense Agencies

Search Results



ARMY SINGLE FACE TO INDUSTRY ACQUISITION BUSINESS WEBSITE (ASFI)





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ASFI



US Army Corps of Engineers Fort Worth District



Other Search Criteria

•SIC Code

NAICS Code

Choose Search Criteria



ASFI



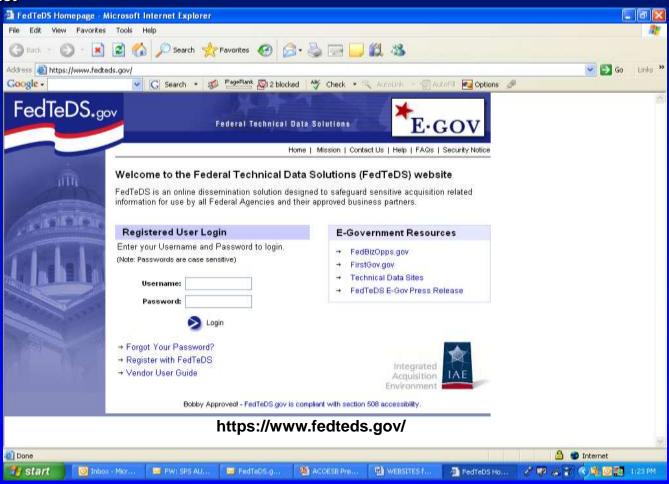


Search Results



FedTeDS





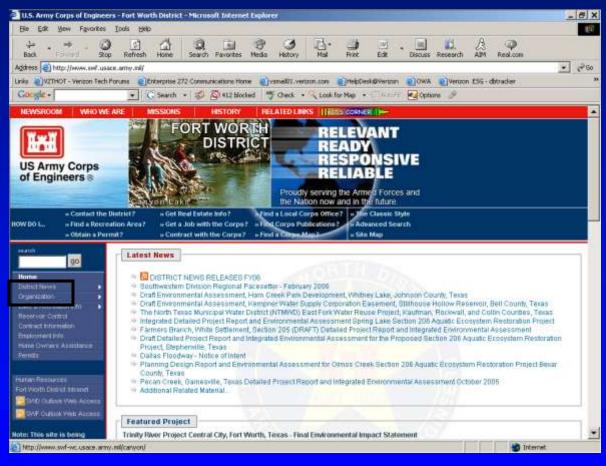
REGISTRATION IS REQUIRED

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FORT WORTH DISTRICT WEBPAGE





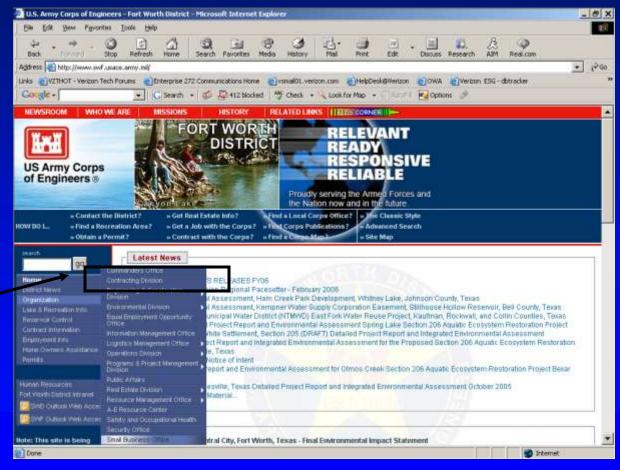
Click "Organization"

http://www.swf.usace.army.mil



FORT WORTH DISTRICT WEBPAGE





Click "Contracting Division"



FORT WORTH DISTRICT CONTRACTING DIVISION



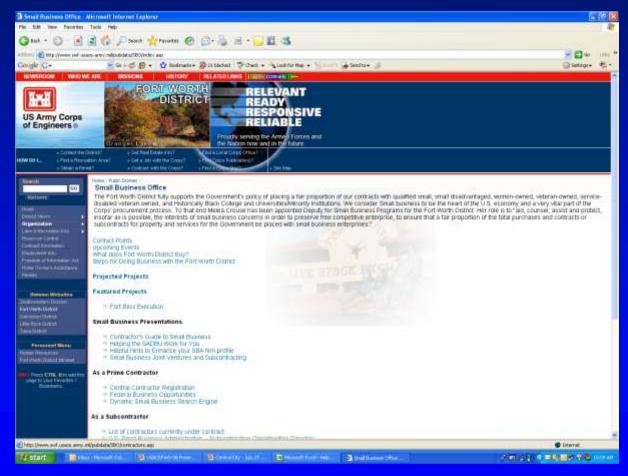


http://ebs.swf.usace.army.mil/



FORT WORTH DISTRICT SMALL BUSINESS WEBPAGE





http://www.swf.usace.army.mil/pubdata/SBO/index.asp



SMALL BUSINESS Fort Worth District SUBCONTRACTING PLAN



- Subcontracting Plans ("Other than Small" Businesses Only)
 - Required over \$1M for construction
 - Required over \$550K for all other types of work
- Plans are developed by contractor, coordinated with the Small **Business Specialist and SBA Procurement Center Rep**
- Finding Contractors for Subcontracting:
 - •OTS Dynamic Small Business Search http://dsbs.sba.gov/dsbs/dsp_dsbs.cfm
 - •SB Small Business Administration SUB-Net http://web.sba.gov/subnet/search/index.cfm



FT WORTH DISTRICT



Location: 819 Taylor Street, Fort Worth, Texas 76102

DEPUTY FOR SMALL BUSINESS

Carolyn L. Staten Phone: (817) 886-1382

Email:

carolyn.staten@usace.army.mil

SBA PROCUREMENT CENTER REPRESENTATIVE

Paul Stone Phone: (817) 886-1024

Email: paul.p.stone@usace.army.mil

Finding Other PCRs:

http://www.sba.gov/services/contractingopportunities/contracting/pcr/index.html

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