



US Army Corps
of Engineers
Fort Worth District



US ARMY CORPS OF ENGINEERS FORT WORTH DISTRICT

CONTRACTOR'S GUIDE FOR SMALL BUSINESSES

Presented by:
Carolyn L. Staten
Deputy for Small Business Programs

One Corps Serving The Army and the Nation



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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

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CIVIL WORKS



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



•Maintenance to water supply;



•Flood control and damage reduction;



•Navigation & environmental restoration;



•Hydropower; and



•Recreation and other water-related needs.



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MILITARY



Engineering, construction and environmental management services:



- Construct new facilities and rehabilitate older facilities;



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



- Environmental resource protection.



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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).



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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:



- Ice;



- Drinkable water;



- Generators;



- Flood-fighting materials; and



- Remove debris and inspect damaged structures.



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HOW WE BUY

Micro Purchases – 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.

Simplified Acquisition Procedures – 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.



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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



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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.



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WHAT YOU NEED TO DO



- Obtain a D-U-N-S Number

<http://fedgov.dnb.com/webform/displayHomePage.do;jsessionid=78327F0EFB754D8F898142088177241B>

- 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



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WHAT YOU NEED TO DO



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



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ADDITIONAL REQUIREMENTS FOR CONSTRUCTION

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



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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>



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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>



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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/pacers/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_subcontracts_opportunities.html



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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)**



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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**



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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 Veteran-owned small business, and Hubzone programs
- SBA-Certifying Program
- Used to fulfill Subcontracting Goals



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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



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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



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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



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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



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HISTORICALLY BLACK COLLEGES/UNIVERSITIES AND MINORITY INSTITUTIONS

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



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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>



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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**



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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**



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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**



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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"

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FEDBIZOPPS



Search - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Media

Address <http://vsearch1.eps.gov/servlet/SearchServlet> Go Links

Vendors

Federal Business Opportunities

Vendors Links

- Federal Acquisition Regulation (FAR)
- Vendors Feedback Email
- Vendors Notification Service
- FBO Vendors Guide
- FBO Vendors Guide (Download)

General Information

- Section 508 Vendor Notice
- Interface Description
- Management Responsibility
- FBO Management
- Frequently Asked Questions

Contact Information

- Email: fbo_support@gsa.gov
- Phone: 877-472-3779 (Toll Free)

FedBizOpps Home

- FedBizOpps Home
- FedBizOpps Buyers
- FedBizOpps Vendors

Find Business Opportunities

On some browsers, it may be necessary to hold down the CONTROL, APPLE, or SHIFT key to select multiple items.

The following wildcard characters may be used in the search text field:

- 1) use "*" to replace 1 or more characters
- 2) use "?" to replace any 1 character

Start Search Clear Form

Full Text Search:

Documents To Search:

Active Documents Archived Documents Both

Search for:

All All Synopses Award

Presolicitation Modification Sources Sought

“Full Text Search” Ex. Fort Bliss
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FEDBIZOPPS



Search Results - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address http://www1.epa.gov/epg/USA/COE/DACA63/W9126G-05-R-0013/listing.html

Vendors

Federal Business Opportunities

Search Results

Matching Documents Grouped by Organization and Posted Date

(Links may not be active for 1-2 hours after they first appear)

Active Postings: 38:109580 Page 1 of 2

March 23, 2005:

Agency:	Department of the Army
Office:	U.S. Army Corps of Engineers
Location:	U.S. Army Engineer District, Fort Worth
Posted:	March 23, 2005
Type:	Solicitation 01
Title:	Y-Design/Build Temporary Unit of Action (UAX) Facilities, Fort Bliss, Texas
SOL:	W9126G-05-R-0013
Posted:	March 23, 2005
Type:	Amendment 03
Title:	Y-FY05, PH 55367, Av Missile Defense Instruction Facility, Fort Bliss, Texas
SOL:	W9126G-05-R-0007

Right sidebar:

- ★ Find Business Opportunity
- ★ Vendors Links
 - Federal Acquisition Regulation (FAR)
 - Vendor Feedback Email
 - Vendor Notification Service
 - Vendors User Guide
- ★ General Information
 - Section 503 Vendor Notice
 - Interface Description
 - Management Responsibility
 - Frequently Asked Questions
- ★ Contact Information
 - Email: foo.support@gsa.gov
 - Phone: 877-472-3779 (Toll Free)
- ★ FedBizOpps Home
 - FedBizOpps Home
 - FedBizOpps Buyers
 - FedBizOpps Vendors

Other Results

- DLA
- DA
- Other Defense Agencies

Search Results

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ARMY SINGLE FACE TO INDUSTRY ACQUISITION BUSINESS WEBSITE (ASFI)

ASFI FedBizOpps Entry - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address https://acquisition.army.mil/asfi/gov_personnel_main.cfm



**Army Single Face to Industry (ASFI)
Acquisition Business Web Site**

"Serving the U.S. Army Acquisition Community"

ASFI for Government Personnel

Pre-Solicitation Processes	Solicitation Processes	Evaluation & Award Processes
<ul style="list-style-type: none">FedBizOpps AnnouncementGrants.Gov AnnouncementASEL Synopsis/Manual Solicitation RegistrationRegistration Instructions (.doc)	<ul style="list-style-type: none">Contracting OpportunitiesManual Solicitation Posting	<ul style="list-style-type: none">Contract Award NoticesArmy Contracting Business IntelligenceExcluded Parties List System (EPLS)

[ASEL Homepage](#) | [ASEL FAQ Page](#) | [Forgot your user ID/password?](#)
[Email the ASEL Team](#)

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

start | Inbox - Micro... | ASFI - Message... | Microsoft Powe... | ASFI FedBizOpp... | Contracting Divi... | Document7 - Mi... | 2:40 PM

Click "Contracting Opportunities"

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ASFI



Other Search Criteria

- SIC Code
- NAICS Code

Choose Search Criteria



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ASFI



Acquisition Business Solicitation Search Results - Microsoft Internet Explorer

Address: https://acquisition.army.mil/asfi/sol_result.cfm

Army Single Face to Industry (ASFI)
Acquisition Business Web Site
"Serving the U.S. Army Acquisition Community"

Solicitation Search Results
for your selected criteria

Solicitation - Amendment Number	SIC Code - Description	NAICS Code - Description	Closing Date
W9126G05T0051-0000	1721 - PAINTING, PAPER HANGING & DECORATING	-	03/21/2005
W9126G05R0002-0009	1611 - HIGHWAY & STREET CONSTRUCTION	-	03/21/2005
W9126G05R0005-0101	1521 - GENERAL CONTRACTORS SINGLE-FAMILY HOUSES	-	03/24/2005
W9126G05T0052-0000	7349 - BUILDING & MAINTENANCE SERVICES, NEC	-	03/24/2005
W9126G05R0027-0000	0782 - LAWN & GARDEN SERVICES	-	03/28/2005
W9126G05R0020-0001	1542 - NONRESIDENTIAL CONSTRUCTION, NEC	-	03/29/2005
W9126G05R0002-0005	1542 - NONRESIDENTIAL CONSTRUCTION, NEC	-	03/31/2005
W9126G05T0055-0000	1422 - CRUSHED & BROKEN LIMESTONE	212321 - Construction Sand and Gravel Mining	04/01/2005
W9126G05T0054-0000	1752 - FLOOR LAYING & OTHER FLOORWORK, NEC	-	04/06/2005

Search Results

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FedTeDS



https://www.fedteds.gov/

REGISTRATION IS REQUIRED

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FORT WORTH DISTRICT WEBPAGE



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File Edit View Favorites Tools Help

Back Forward Stop Refresh Home Search Favorites Media History Mail Print Edit Discuss Research AIM Real.com

Address <http://www.swf.usace.army.mil/>

Links VZTNOT - Verizon Tech Forums Enterprise 272 Communications Home vasa01.verizon.com HelpDesk@Verizon OWA Verizon ESG - dbracker

Google Search 412 blocked Check Look for Map Options

NEWSROOM WHO WE ARE MISSIONS HISTORY RELATED LINKS CORNER

US Army Corps of Engineers

FORT WORTH DISTRICT

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HOW DO I...
Contact the District? Get Real Estate Info? Find a Local Corps Office? The Classic Style
Find a Recreation Area? Get a Job with the Corps? Find Corps Publications? Advanced Search
Obtain a Permit? Contract with the Corps? Find a Corps Map? Site Map

search go

Home
District News
Organization
Reservoir Control
Contract Information
Employment Info
Home Owners Assistance
Permits
Human Resources
Fort Worth District Intranet
SWF Outlook Web Access
SWF Outlook Web Access

Note: This site is being

Latest News

- DISTRICT NEWS RELEASES FY06
- Southwestern Division Regional Facesetter - February 2006
- Draft Environmental Assessment, Ham Creek Park Development, Whitney Lake, Johnson County, Texas
- Draft Environmental Assessment, Kemper Water Supply Corporation Easement, Stillhouse Hollow Reservoir, Bell County, Texas
- The North Texas Municipal Water District (NTMWD), East Fork Water Reuse Project, Kaufman, Rockwall, and Collin Counties, Texas
- Integrated Detailed Project Report and Environmental Assessment Spring Lake Section 206 Aquatic Ecosystem Restoration Project
- Farmers Branch, White Settlement, Section 205 (DRAFT) Detailed Project Report and Integrated Environmental Assessment
- Draft Detailed Project Report and Integrated Environmental Assessment for the Proposed Section 206 Aquatic Ecosystem Restoration Project, Stephenville, Texas
- Dallas Floodway - Notice of Intent
- Planning Design Report and Environmental Assessment for Olmos Creek Section 206 Aquatic Ecosystem Restoration Project Bear County, Texas
- Pecan Creek, Damesville, Texas Detailed Project Report and Integrated Environmental Assessment October 2005
- Additional Related Material...

Featured Project

Trinity River Project Central City, Fort Worth, Texas - Final Environmental Impact Statement

<http://www.swf.usace.army.mil/cawon/>

Click "Organization"

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

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Address: <http://www.wf.usace.army.mil/>

NEWSROOM | WHO WE ARE | MISSIONS | HISTORY | RELATED LINKS | NEWS CORNER

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→ Contact the District? → Get Real Estate Info? → Find a Local Corps Office? → The Classic Style
→ Find a Recreation Area? → Get a Job with the Corps? → Find Corps Publications? → Advanced Search
→ Obtain a Permit? → Contract with the Corps? → Find a Corps Map? → Site Map

search: [input] [GO]

Latest News

Contracting Division

Environmental Division

Logistics Management Office

Operations Division

Programs & Project Management Division

Public Affairs

Real Estate Division

Resource Management Office

Safety and Occupational Health Security Office

Small Business Office

Click "Contracting Division"

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FORT WORTH DISTRICT CONTRACTING DIVISION



The screenshot shows a web browser window with the address <http://ebs.swf.usace.army.mil/>. The page features a navigation menu on the left with categories like Home, Depart News, Organization, and Personnel News. The main content area includes a header with the US Army Corps of Engineers logo and the slogan "RELEVANT READY RESPONSIVE RELIABLE". Below this, it identifies John Rodgers as the Acting Chief of Contracting Division and lists navigation options for Advertisements, Bid Results, and Award Results. A prominent red message states: "Click here to learn how access to our solicitations is changing!". The page is organized into sections: PROGRAM INFORMATION (listing IRAC, MELCOM, and Centers of Excellence), ORGANIZATION (listing Small Business Program/Office and Fort Worth District), CONTACT US (listing telephone numbers, mailing address, and direct links), REGULATIONS (listing FAR, DFARS, AFARS, and EPARS), and INFORMATION (listing various systems like CCRP, EFTS, CAGS, and DUNS).

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

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FORT WORTH DISTRICT SMALL BUSINESS WEBPAGE



Small Business Office - Microsoft Internet Explorer

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

NEWSROOM | WHO WE ARE | BUSINESS | HISTORY | RELATED LINKS | SBO CONTACT

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WWWDO L: [Contact the SBO](#) | [Get Real Estate Info](#) | [Find a Local SBO Office](#)
[Find a Restoration Area](#) | [Get a Job with the Corps](#) | [Find Corps Publications](#)
[Obtain a Permit](#) | [Contract with the Corps](#) | [Find a Contractor](#) | [Site Map](#)

Search:

Home / Public Content / Small Business Office

The Fort Worth District fully supports the Government's policy of placing a fair proportion of our contracts with qualified small, small disadvantaged, women-owned, veteran-owned, service-disabled veteran-owned, and historically Black College and University (HBCU) institutions. We consider Small Business to be the heart of the U.S. economy and a very vital part of the Corps' procurement process. To that end Melva Crouse has been appointed Deputy for Small Business Programs for the Fort Worth District. Her role is to "advise, counsel, assist and protect, insofar as is possible, the interests of small business concerns in order to preserve free competitive enterprise, to ensure that a fair proportion of the total purchases and contracts or subcontracts for property and services for the Government be placed with small business enterprises."

Contact Points
Upcoming Events
What does Fort Worth District Buy?
Steps for Doing Business with the Fort Worth District

Projected Projects

Featured Projects

- Fort Base Execution

Small Business Presentations

- Contractors Guide to Small Business
- Helping the SDBU Work for You
- Helpful Hints to Enhance your BBA firm profile
- Small Business Joint Ventures and Subcontracting

As a Prime Contractor

- Central Contractor Registration
- Federal Business Opportunities
- Dynamic Small Business Search Engine

As a Subcontractor

- List of contractors currently under contract

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

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

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SMALL BUSINESS 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>



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

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