

# Office of Small and Disadvantaged **Business** Utilization

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# **TOPICS**

Agency Overview

Accessing Federal Contracting Opportunities

and SAM.GOV

Business Resources





# DOING BUSINESS WITH GSA

We Are GSA...
The Road to Success



# **AGENCY OVERVIEW**



The U.S. General Services Administration's (GSA) mission is to deliver value and savings in real estate, acquisition, technology and other mission support services across the Federal government.

GSA is the Federal government's procurement expert, helping other agencies acquire space, products, and services needed from commercial sources.

The Public Buildings Service (PBS) <a href="http://www.gsa.gov/pbs">http://www.gsa.gov/pbs</a>, provides real estate space, architecture, interior design, and construction to Federal agencies.

Our Federal Acquisition Service (FAS)
<a href="http://www.gsa.gov/fas">http://www.gsa.gov/fas</a> delivers a vast number of commercial goods and services, at the best value, across government and manages our Multiple Award Schedules program.



## **AGENCY OVERVIEW CONT'D**

#### **Public Building Service (PBS)**

- As the Landlord for the civilian federal government, PBS acquires space on behalf of the federal government through new construction and leasing and acts as a caretaker for federal properties across the country.
- PBS owns or leases 8,800 assets, maintains an inventory of more than 370 million square feet of workspace, and preserves more than 500 historic properties.
- http://www.gsa.gov/pbs

#### What Does PBS Procure?

- Construction
- A&E Services
- Janitorial
- Landscape
- Interior Design
- Asbestos Removal
- HVAC
- Lighting
- Security
- Window Washing
- Painting
- Electrical
- Lease
- And More

#### Where are the PBS Opportunities?

- GSA Forecast
- GSA Subcontracting
- Sam.gov
- GSA Multiple Award Schedules (MAS)
- Indefinite Delivery Indefinite
- Quantities (IDIQ)

www.gsaauctions.gov



## **AGENCY OVERVIEW CONT'D**

#### Federal Acquisition Services (FAS)

- GSA is America's only source solely dedicated to procuring goods and services for government.
- As an integral part of GSA, FAS possesses unrivaled capability to deliver comprehensive products and services across government at the best value possible.
- http://www.gsa.gov/fas

#### What Does FAS Procure?

- Environmental
- Moving Services
- Staffing
- Information Technology
- Transportation
- Law Enforcement
- Equipment
- Furniture
- Professional Training
- Telecom & Network Services
- Travel Services
- Emergency Preparedness
- & Response Equipment
- And Much More...

#### Where are the FAS Opportunities?

- GSA Forecast
- GSA Subcontracting
- Sam.gov
- GSA Multiple Award Schedules
- (MAS)
- · Indefinite Delivery Indefinite
- Quantities (IDIQ)
- Governmentwide Acquisition
- Contracts (GWAC)



# **OSDBU OVERVIEW**

#### Office of Small & Disadvantaged Business Utilization (OSDBU)

According to the Small Business Act as amended by Public Law 95-507, the Office of Small & Disadvantaged Business was established to:

- Advocate, within each Federal Executive Agency, for the <u>maximum practicable</u> use of all designated small business categories within the Federal Acquisition process.
- Ensure inclusion of small businesses as sources for goods and services in federal acquisitions as <u>prime contractors</u> and <u>subcontractors</u>.
- Manage the small business utilization programs for each respective organization.

https://www.gsa.gov/small-business



### **OSDBU OVERVIEW CONT'D**



https://www.gsa.gov/small-business/small-business-resources/contact-information-for-small-business-support



# Accessing Federal Opportunities



### Minimum Requirement for doing Business with the Federal Government

#### System for Award Management (SAM)

Register Here

www.sam.gov

#### Unique Entity Identifier (UEI)

Assigned through SAM.GOV registration

www.gsa.gov/entityid

### Small Business Administration (SBA) Business Categories

- · Small Disadvantaged Business (SDB)
  - · 8(a)
  - · Women-owned Small Business
- · Historically Underutilized Business Zone (HUBZone)
  - · Veteran-owned Small Business
- · Service Disabled Veteran-owned Small Business

www.sba.gov/federal-contracting/contracting-assistance-programs

North American Industry Classification System (NAICS) Industry Codes

Identify your NAICS

www.census.gov/naics

#### Size Standards

<u>Determine your size of business</u>

www.sba.gov/federalcontracting/contracting-guide/sizestandards



# **Sources Sought Notice**

What is a Sources Sought Notice?	<ul> <li>Method of Market Research</li> <li>Published on the SAM.GOV website</li> <li>Invaluable for determining availability of capable small businesses, 8(a), HUBZone, Woman-Owned or SDVOSB concerns</li> <li>Provides an excellent documentation to support chosen acquisition strategy</li> </ul>
Why Respond to a Sources Sought Notice?	<ul> <li>Used to identify potential sources         <ul> <li>For construction set aside only for 8(a), SDVOSB, WOSB and HUBZone concerns</li> </ul> </li> <li>Used to determine Small Business Set-aside         <ul> <li>If two (2) or more Small Businesses can be determined by the Government to be capable of performing the task</li> </ul> </li> <li>Information used to set Small Business subcontracting goals if the requirement is not set-aside and is over \$750,000* for products/services or \$1.5M for Construction</li> </ul>
Sources Sought Notice Tips	Outline the Company Capability Statement so that it addresses requirements in the same order provided in the Sources Sought Notice Relevant Past Performance means citing contracts your company has performed which involved the same or very similar scope



# SBA Small Business Dynamic Search

Mobile View Print Exit Help  DSBS DSBS Onick Market Search IM OnLine							
	Welcome to the Dynamic Small Business Search						
All search form hotlinks open a new browser window.							
	All form fields that require typing in data have "tooltips" with data format information.						
Ph	NEW FEATURES FOR MOBILE USERS: one number hotlinks can be used to dial the number on mobile phones. Address hotlinks can be used to show the address in Google Maps.						
This is generally a self-certifying database. The SBA does not make any represen Disadvantaged Business status. The SBA strongly recommends that contracting c	ntation as to the accuracy of any of the data included, other than officers diligently review a bidder's small business self-certification before awarding a contract.						
Location of Profile							
States:  (Requires exactly one state from the State list at left.)  AE - American Europe (APO/FPO)  AE - American Pacific (APO/FPO)  AP - Arkaneas  AR - Arkaneas  AR - Arkaneas  AR - Arkaneas  AR - Requires exactly one state from the State list at left.)  County: Select 1 State, then press Lookup V Lookup Help  County: Select 1 State, then press Lookup V Lookup Help  County: Select 1 State, then press Lookup V Lookup Help  County: Select 1 State, then press Lookup V Lookup Help  AR - Arkaneas							
Area Code or Phone Number Initial Fragment Metropolitan Statistical Area Help SBA Servicing Office Help Zip Code or Zip Code Initial Fragment							
Government Certifications 8a.a) Certified or 8(a.b) Joint Venture:  O Required (Active Certifications only) O Required (Active Certifications and Previously Certified  Not Required (Active Certifications and Previously Certified  Not Required Certifications (Active Certified only)  Not Required  Not Required  Not Required	eviously Certified)						
The state of the s							
	Products & Services						
Capabilities Narrative:							
(none given)							
Keywords:							
(none given)							
	Performance History (References)						
(none given)							



# **GSA Schedules**

Multiple Award Schedule (MAS) also known as Federal Supply Schedule, and, is a long-term governmentwide contract with commercial companies that provide access to millions of commercial products and services at fair and reasonable prices to the government.

- Indefinite delivery, indefinite quantity (IDIQ), long-term contracts
- 5 Year Base and Three (5-Year) Option Periods
- Provide fast, flexible, cost-effective procurement solutions
- Represents approximately 21% of overall Federal procurement spending equating of over \$42 Billion Dollars in sales annually
- Over 19,000 schedules contracts <u>80% are with small</u> businesses
- Requires commitment and effort to be successful

- ✓ A contract
- Another arena to bid on opportunities
- Increases visibility to government customers
- X Not a certification
- X No guaranteed sales
- X Not mandatory to do business with the government
- X Not mandatory for other agencies to use
- X Not used for Construction (236220)



# **12 MAS CATEGORIES**

Facilities	Furniture and Furnishings	Human Capital	Industrial Products and Services
Information Technology	Miscellaneous	Office Management	Professional Services
Scientific Management and Solutions	Security and Protection	Transportation and Logistics	Travel

https://www.gsa.gov/buy-through-us/purchasing-programs/multiple-award-schedule



# **SUBCATEGORIES**

Facilities	Furniture & Furnishings	Human Capital	Industrial Products & Services	Information Technology	Miscellaneous
• Structures	• Miscellaneous Furniture	Human     Resources	• Industrial Products	• IT Hardware	• Apparel
• Facilities Services	Office Furniture	Background     Investigations	• Packaging	IT Software     Telecommunica	• Complimentary Special Item Numbers (SINs)
• Food Service Equipment	Flooring     Fitness	• Compensation and Benefits	• Cleaning Supplies	tions • IT Solutions	• Personal Hair Care Items
• Facilities Supplies	Solutions • Signs	• Temporary Help Services	• Fire / Rescue / Safety / Environmental	• IT Training	Musical Instruments
• Facilities Solutions	• Household, Dormitory &	Social Services	Protection Equipment	• Electronic Commerce	• Awards
<ul> <li>Facilities         Maintenance         and Repair     </li> </ul>	Quarters Furniture		Hardware and Tools	• IT Services	• Flags
	• Packaged Furniture		• Fuel Management		
	• Healthcare Furniture		• Machinery and Components		
	• Furniture Services		<ul> <li>Test and Measurement Supplies</li> </ul>		
			<ul> <li>Industrial         Products and             Services             Maintenance             and Repair     </li> </ul>		



### SUBCATEGORIES CONT'D

#### Office Management

- Printing and Photographic Equipment
- Office Supplies
- Audio Visual Products
- Media Services
- Media Products
- Records Management
- Document Services
- Office Services
- Audio Visual Services
- Mail Management
- Office
   Management
   Maintenance and
   Repair

#### **Professional Services**

- Marketing and Public Relations
- Financial Services
- Legal Services
- Technical & Engineering Services (non-IT)
- Business
   Administrative
   Services
- Logistical Services
- Language Services
- Environmental Services
- Training
- Identity
   Protection
   Services

#### Scientific Management & Solutions

- Laboratory Equipment
- Laboratory Animals
- Search and Navigation
- Medical Equipment
- Testing and Analysis
- Scientific Services

#### Security & Protection

- Protective Equipment
- Security
   Services
- Security
   Systems
- Security
   Animals and
   Related
   Services
- Marine and Harbor
- Testing Equipment

#### Transportation & Logistics Services

- Motor Vehicles (non-Combat)
- Automotive Body Maintenance and Repair
- Packaging Services
- Package Delivery
- Transportation of Things

#### Travel

- Employee Relocation
- Lodging
- Travel Agent and Misc Services



# Things to Consider

• Minimum Sales Requirements: <u>Acquisition Letter MV-2023-01,Supplement 1</u>

This supplement amends FAS FSS clause I-FSS-639, Contract Sales Criteria by:

- Changing the time period for consideration of sales FROM: 24 months and 12 months respectively TO: a standardized 60 months
- Adjusting the dollar thresholds FROM: \$25,000 within the first 24 months following contract award, and \$25,000 in sales each 12-month period thereafter TO: a single \$100,000 threshold for the first 60 months of the contract, and a \$125,000 threshold for each 60-month option period thereafter
- Make the consideration of sales a part of a FSS contracting officer's determination to exercise (or not) an option to extend the term of the contract.
- Lead Time: It may take up to 1 year to get a MAS contract, provided that the firm meets all evaluation criteria and has a successful negotiation.





# Considerations Before & After becoming a Schedule Contract Holder

# Steps to Developing Leads in the Federal Market

Which Federal agency's are purchasing my product or service?

How much are they buying? Have they awarded any set-asides?

Who are my competitors? Who holds the current contract?

What contracts are set to expire that I can compete for in the future?

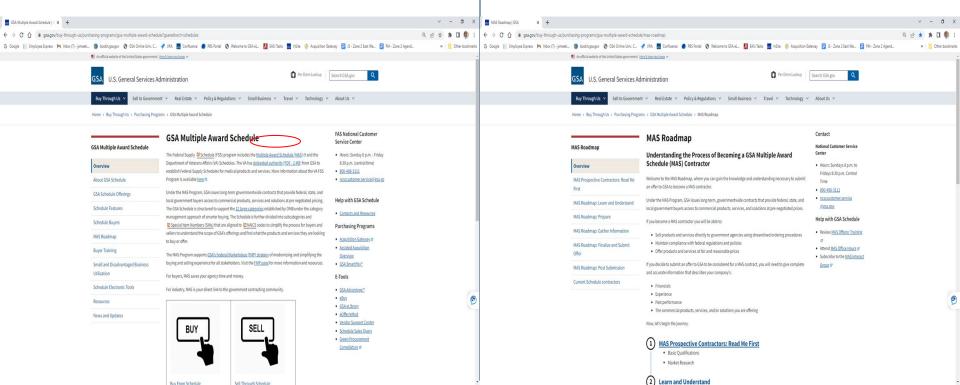
The Unknown can cause Frustration & Disappointment



# **Additional Information MAS Program**

#### www.gsa.gov/schedules

www.gsa.gov/masroadmap





# Business Resources



# **Tools to Conduct Market Research**

## Utilize these tools for your market research:



- Latest GSA contract award information
- Assess your competition

https://www.gsaelibrary.gsa.gov

#### FAS Schedule Sales Query Plus (SSQ+)

- Sales Figures reported by GSA Contractors.
- Insight into the your competitors and how they are performing.
- SSQ is also a great way to assess the federal marketplace for the Schedules Program specifically.

https://d2d.gsa.gov/report/fasschedule-sales-query-plus-ssq



- A repository of all government transactions/receipts over \$3,500
- Information reported from 90 plus agencies.
- contains information about procurements, grants, loans.

https://www.usaspending.gov/

Consider the buying trends and forecasted sales for your product/service



### GOVERNMENTWIDE ACQUISITION CONTRACTS (GWAC)



**8(a) STARS III:** GWAC offers access to highly qualified, certified 8(a) small disadvantaged businesses. The contract has a \$10 Billion program ceiling with a five-year base period and one five-year option



**VETS 2 (SDVOSB):** GWAC set-aside exclusively for Service-Disabled, Veteran-Owned Small Businesses (SDVOSB). VETS 2 is designed to meet a variety of diverse agency IT requirements, including new and emerging technologies. The contract has a \$5 Billion program ceiling with a five-year base period and one five-year option.



**Alliant 2:** GWAC represents the next generation GWAC vehicle for comprehensive information technology (IT) solutions through customizable hardware, software, and services solutions purchased as a total package.



Alliant 3 Request for Proposal (RFP) will be solicited no earlier than Fiscal Year 2024. View the Draft Request for Proposal (RFP) on sam.gov <a href="https://sam.gov/opp/e475faf5bb64465dbc8341e91036de7f/view">https://sam.gov/opp/e475faf5bb64465dbc8341e91036de7f/view</a>



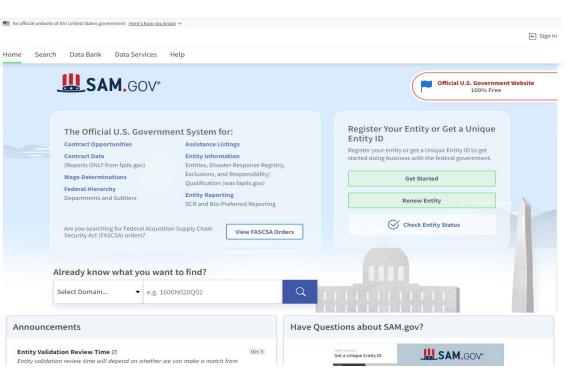
**Polaris** updates and next steps will be communicated through SAM.gov.

#### **GSA Interact**

**Small Business GWAC Community** https://interact.gsa.gov/group/small-business-gwac-community-interest



# System for Award Management (S.A.M.)



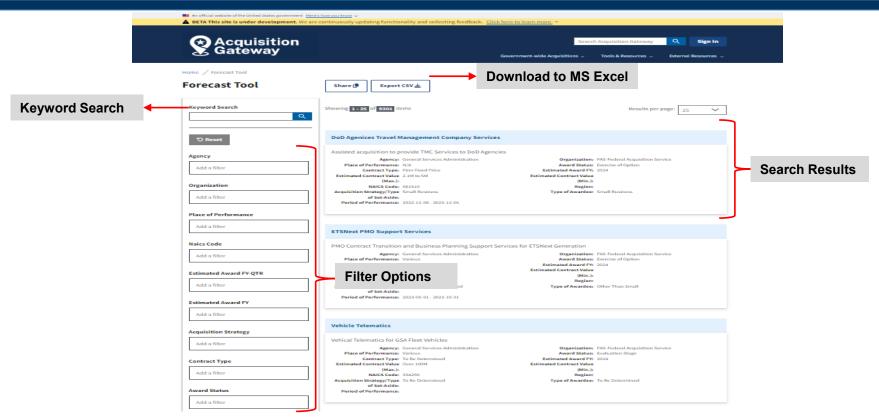
#### **SAM.Gov includes the following:**

- <u>Contract Opportunities</u>: (Formerly fbo.gov)
- <u>Contract Data</u>: (Reports only. From fpds.gov)
- Wage Determinations: (Formerly wdol.gov)
- <u>Entity Registration:</u> (Combined with the former beta.sam.gov)
- Entity Reporting
- <u>Assistance Listings</u>: (Formerly cfda.gov)

https://sam.gov/content/home



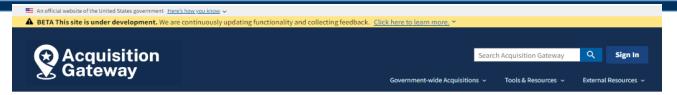
# **GSA Contracting Opportunities**



www.acquisitiongateway.gov/forecast



# **GSA Contracting Opportunities Cont'd**



Home / Forecast Tool / TFB US Attorney's Office Renovation of Vacant Space - 8th Floor Tenant Improvements

#### TFB US Attorney's Office Renovation of Vacant Space - 8th Floor Tenant Improvements

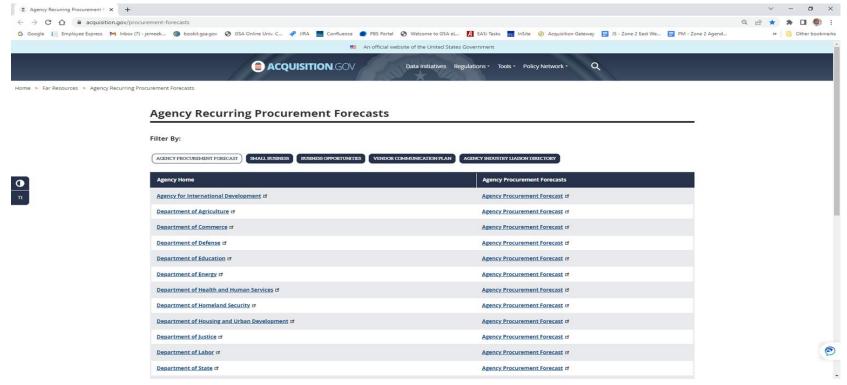
The Contractor shall provide all supervision, labor, materials, equipment, and testing required to accomplish the design and construction for the United States Attorney's Office (USAO) 8th Floor Tenant Improvements (TI) Project at the US Courthouse.

Construction services shall include, but are not limited to, project schedule, demolition, site supervision, architectural finishes, submittal samples, submittal schedule, protocols for utility outages (if necessary), separation of utilities to avoid impacts to areas utilized by the public, temporary barricade, and dust control plan, noise mitigation, clean up after work, lead weekly meetings and provide meeting agenda sand minutes, file, and record management.





# Forecast of Opportunities With Other Federal Agencies

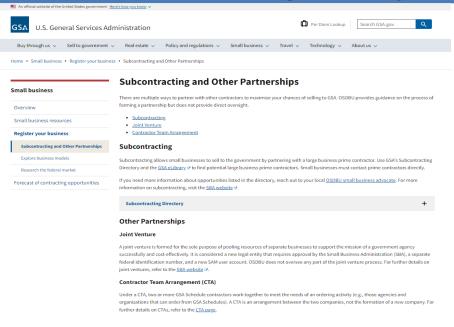


https://www.acquisition.gov/procurement-forecasts



# **Subcontracting Opportunities**

#### **GSA's Subcontracting Directory:**



#### **Subcontracting Criteria:**

- Subcontracting provides additional opportunities to obtain experience if you are not yet a Federal contractor.
- Other-than-small businesses are required to submit a subcontracting plan for approval when:
  - The total value of the award is expected to exceed \$750,000 (or \$1.5 million for construction) and
  - Subcontracting opportunities exist.
  - Plans must demonstrate "Maximum Practicable Opportunities" for small business concerns to participate

For more details visit: https://www.gsa.gov/subcontracting



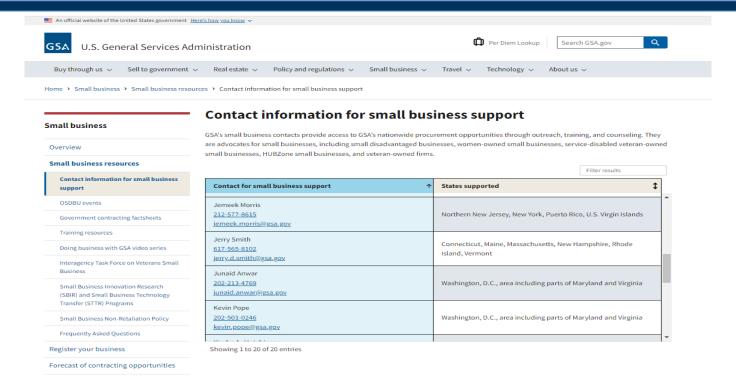
# **Additional GSA OSDBU Information**

- www.gsa.gov/small-business
- www.gsa.gov/small-business/small-business-resources
- www.gsa.gov/osdbufactsheets
- www.gsa.gov/osdbuevents specific to the OSDBU hosted events
- <a href="https://www.gsa.gov/events">https://www.gsa.gov/events</a> GSA wide agency events





# Still Have Questions? Contact Your Local Small Business Specialist





# Questions???