Guide to On-line Resources for Government Contracting Assistance

This newsletter highlights a number of websites and electronic publications that provide guidance on government contracting. For additional assistance on any of these topics, please contact your GACO/GCAC office.

Guide to Marketing to the DoD

This website offers a step-by-step guide to small businesses concerning marketing in the DoD arena. At http://www.acq.osd.mil/osbp select "for Small Businesses", "Doing Business with the DoD" then "Guide to Marketing to the DoD".

Prime Contractors and Subcontractors with Subcontracting Plans

This directory provides information on all DoD large business prime contractors and subcontractors with subcontracting plans. The information includes the name and address of the company, their major Product/Service Codes (PSC's), their primary North American Industry Classification System (NAICS) code and the name and phone number of who administers the company's subcontracting plan. You can access this at http://www.acq.osd.mil/osbp by selecting "for Small Businesses" then "Doing Business with the DoD". Scroll down to "Prime Contractors and Subcontractors with Subcontracting Plans". It is a great resource for identifying subcontracting opportunities and potential teaming partners.

Small Business Professional Locator

The Military Services and some Defense Agencies have small business specialists at each of their procurement and contract management offices to assist small, veteran-owned, HUBZone, disadvantaged and women-owned business firms in marketing their products and services to DoD. Among other services, these specialists provide information and guidance on defense procurement procedures, and identifying prime contract and subcontract opportunities. Access http://www.acq.osd.mil/osbp and select "for Small Businesses" then "Doing Business with the DoD". Scroll down to "Locate a Small Business Professional".

FBO.GOV Vendor Guide

Federal Business Opportunities (FBO) is the official government-wide point of entry for business opportunities for federal agencies. This publication is a guide to accessing and searching for synopses, solicitations and other documents. Go to http://www.fbo.gov and on the right side of the screen under user guides click "Vendor".

DoD Freedom of Information Act Handbook

This handbook is intended to assist you in making Freedom of Information Act (FOIA) requests for Department of Defense (DoD) records. It provides you with a brief description of your rights and the manner in which DoD will respond to your requests. Go to http://www.dod.gov/pubs/foi/docs/FOIAhandbook.pdf.

Department of Housing & Urban Development (HUD) Forecast of Contracting Opportunities FY 2014

This forecast includes proposed contracting opportunities from both Headquarters and Field Offices, and includes various services and acquisition strategies ranging from simplified acquisition ($25,000 to $150,000) to full and open competition (over $150,000). Go to http://www.hud.gov/offices/osdbu/4cast.cfm.
Department of Homeland Security (DHS) Small Business Procurement Assistance

The Small Business Assistance section of the DHS website provides beneficial information on doing business with DHS. Access http://www.dhs.gov/small-business-assistance to identify the Small Business Specialists who provide advice to small business owners on individual procurement opportunities as well as how to do business with their individual components. Other information available includes procurement forecasts, a prime contractor list and contracting opportunities for each DHS department.

Procurement Handbook for the Department of General Services Commonwealth of PA

This handbook provides information on the policies, procedures and guidelines for the procurement of supplies, services, and construction under the authority of Act 57 of 1998. To access the handbook go to http://www.dgs.state.pa.us. At the top of the screen click "Procurement" then "Procurement Handbook“ on the left side of the page.

Contractor Payment Information

The contractor payment publication provides contractors with information on the payment process. It can be used as a guide in preparing your invoice and the Material Inspection and Receiving Report (DD-250). To access this publication, go to http://www.dfas.mil/dfas/contractorsvendors.html and click "Contract and Vendor Payment Information Guidebook”.

Wide Area Workflow (WAWF) Web Based Training

Information and training tools concerning WAWF, the electronic payment method used by the DoD can be found at https://wawf.eb.mil. At the home page click "Accept“ and then "Help/Training”. This site provides various resources and training on understanding the WAWF system.

Defense Contract Audit Agency

Defense Contract Audit Agency (DCAA) has prepared information to assist contractors in understanding applicable procurement requirements and to help ease the contract audit process. This site illustrates some of the more frequent requirements that contractors encounter when working with DCAA auditors and in responding to government procurement and administrative processes. Go to http://www.dcaa.mil and then "Guidance" or “Checklists & Tools”.

Doing Business with General Services Administration (GSA)

At this website you will learn about the role of the Office of Small Business Utilization, the Regional Small Business Utilization Centers and the Small Business Technical Advisors. Additionally you will be provided with some strategies for contracting with the Federal Government, procedures for obtaining a GSA Schedules contract, and some successful marketing tools. There is a basic introduction to electronic commerce, a basic overview of the methods of procurement used in the Federal Government, contacts, helpful websites, a glossary of terms and answers to some frequently asked questions relative to doing business with the Government. At http://www.gsa.gov select the tab "For Businesses" then "Assistance for Small Businesses".

GSA Subcontracting Directory

This directory is published as an aid to small business concerns seeking subcontracting opportunities with General Services Administration (GSA) prime contractors. Pursuant to the Small Business Act, large business prime contractors receiving federal contracts valued at over $1.5 million for construction, $650,000 for all other contracts, are required to establish plans and goals for subcontracting with small business firms. This directory is a listing of GSA contractors with subcontracting plans and goals. Companies are listed alphabetically by name within each of the eleven GSA regions. Each listing contains the company’s name, products or services, address, and the name and telephone number of the small business contact within the company, in that order. To access the directory go to http://www.gsa.gov/portal/content/101195.

Upcoming GACO Sponsored Events

01/22/14 – Opening Doors to Bonding Webinar
02/12/14 – Doing Business with DLA Webinar
10/22/14 – GACO/GCAC’s 27th Annual Procurement Opportunities Fair, DoubleTree by Hilton, Washington, PA