



# **U.S. Department of Energy**

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

### **Business Opportunity Session**

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Senior Procurement Analyst**

*September 24, 2009*

**U.S. DEPARTMENT OF  
ENERGY**



# DOE Business Model

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## **Site and Facility Management Contractors (FMCs) Management and Operating (M&O) Contracts (FAR 17.6)**

- \* DOE owns land and facilities, contractor employs research, development, and production personnel; and manages facility.
- \* Limited Liability Corporations (LLC) – Only responsibility is to manage and operate specific facility
- \* Performance-based, Award Fee, and Award Term
- \* DOE has 15,000 FTEs and 100,000 contractor workforce
- \* Approximately 42 FMCs, 24 of which are national laboratories
- \* National laboratories are under the cognizance of DOE



# Facility Management Contracts (FMCs)

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- ✳ Required to have a small business subcontracting plan
- ✳ Subcontracting plan goals are challenging
- ✳ We flow down small business prime contract solicitation methods flow to FMCs
  - FMCs do not follow FAR when they subcontract
  - Cannot be protested
- ✳ Conduct a Mentor-Protégé Program



# Major DOE Laboratories and Field Facilities



Executive Secretariat/History and Heritage Resources  
202 565-5241

August 2005

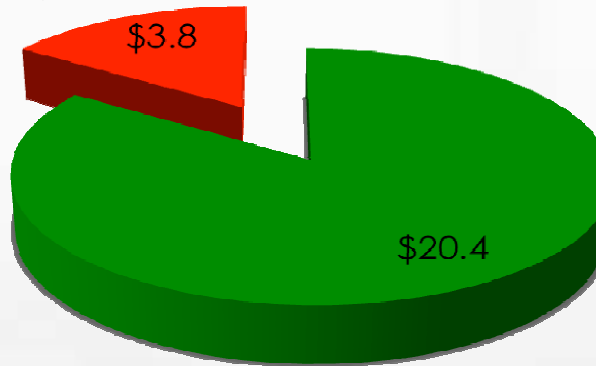




# DOE FY 2008 Procurement Dollars

How DOE Spent Procurement Dollars in FY 2008 – FMC data from FY 2008 Annual PADS Report. Total Procurement base data from FPDS-NG.

**Non-FMC**  
**15.7%**



**FMC**  
**84.3%**

Total FY 2008 Procurement Base is \$24.2 billion. DOE also spends \$2.7 billion in financial assistance, which is not included in the procurement base.



# American Recovery and Reinvestment Act of 2009 (ARRA)

*(Dollars in 1000s)*

Program Element	FY 2010 Est. Cong. Budget	½ of ARRA of 2009	Total
Energy Efficiency and Renewable Energy (EE)	\$2,318,602	\$8,400,000	\$10,718,602
Loan Guarantee (LG)		\$3,000,000	\$3,000,000
Environmental Management (EM)	\$5,629,725	\$3,000,000	\$8,629,725
Fossil Energy (FE)	\$881,565	\$1,700,000	\$2,581,565
Inspector General (IG)	\$51,455	\$7,500	\$58,955
Electricity Delivery and Energy Reliability (OE)	\$208,008	\$2,250,000	\$2,458,008
Science (SC)	\$4,941,682	\$1,000,000	\$5,941,682
Power Marketing Administrations	\$994,261	\$3,250,000	\$4,244,261
All Other (except CF-WCF)	\$12,136,287		\$12,136,287
<b>Total</b>	<b>\$27,161,585</b>	<b>\$22,607,500</b>	<b>\$49,769,085</b>



# What Does DOE Buy?

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The Department purchases a wide variety of goods and services:

- |                                    |                                |
|------------------------------------|--------------------------------|
| ■ Facility Management              | ■ IT and Data Processing       |
| ■ Construction                     | ■ Security                     |
| ■ R & D                            | ■ Engineering                  |
| ■ Management/Scientific Consulting | ■ Waste Treatment and Disposal |
| ■ Administrative Services          |                                |

→ Check FPDS-NG NAICS Code Report



# DOE-Related NAICS Codes



## Top 25 NAICS Codes-DOE

Description:

Filters: Date Signed only show values between '10/01/2006' and '09/30/2007', Contracting Department ID only show values equal to '8900'

Contracting Department Name	Contracting Department ID	NAICS Code	NAICS Description	Base and Exercised Options Value	Action Obligation	Actions
ENERGY, DEPARTMENT OF	8900	561210	FACILITIES SUPPORT SERVICES	\$9,526,448,042	\$9,068,897,430	554
ENERGY, DEPARTMENT OF	8900	541710	RESEARCH AND DEVELOPMENT IN THE PHYSICAL, ENGINEERING, AND LIFE SCIENCES	\$2,445,817,747	\$3,309,403,124	341
ENERGY, DEPARTMENT OF	8900			\$3,097,734,590	\$2,781,828,666	623
ENERGY, DEPARTMENT OF	8900	562910	REMEDIATION SERVICES	\$454,592,799	\$2,143,573,161	254
ENERGY, DEPARTMENT OF	8900	611310	COLLEGES, UNIVERSITIES, AND PROFESSIONAL SCHOOLS	\$1,543,563,741	\$1,543,563,741	113
ENERGY, DEPARTMENT OF	8900	234930	INDUSTRIAL NONBUILDING STRUCTURE CONSTRUCTION	\$0	\$611,645,267	35
ENERGY, DEPARTMENT OF	8900	561110	OFFICE ADMINISTRATIVE SERVICES	\$532,267,657	\$521,842,982	169
ENERGY, DEPARTMENT OF	8900	562211	HAZARDOUS WASTE TREATMENT AND DISPOSAL	\$10,118,468	\$374,658,486	48
ENERGY, DEPARTMENT OF	8900	561612	SECURITY GUARDS AND PATROL SERVICES	\$233,603,337	\$306,163,951	122
ENERGY, DEPARTMENT OF	8900	541519	OTHER COMPUTER RELATED SERVICES	\$141,864,278	\$195,730,626	416
ENERGY, DEPARTMENT OF	8900	332313	PLATE WORK MANUFACTURING	\$186,060,165	\$189,149,570	33
ENERGY, DEPARTMENT OF	8900	928120	INTERNATIONAL AFFAIRS	\$415,752,928	\$162,029,176	42
ENERGY, DEPARTMENT OF	8900	541990	ALL OTHER PROFESSIONAL, SCIENTIFIC, AND TECHNICAL SERVICES	\$25,620,082	\$158,251,678	139
ENERGY, DEPARTMENT OF	8900	541330	ENGINEERING SERVICES	\$229,574,031	\$149,452,305	954







# DOE-Related NAICS Codes

Contracting Department Name	Contracting Department ID	NAICS Code	NAICS Description	Base and Exercised Options Value	Action Obligation	Actions
ENERGY, DEPARTMENT OF	8900	541611	ADMINISTRATIVE MANAGEMENT AND GENERAL MANAGEMENT CONSULTING SERVICES	\$157,834,444	\$143,903,805	869
ENERGY, DEPARTMENT OF	8900	236220	COMMERCIAL AND INSTITUTIONAL BUILDING CONSTRUCTION	\$22,239,410	\$136,353,524	128
ENERGY, DEPARTMENT OF	8900	234990	ALL OTHER HEAVY CONSTRUCTION	\$14,800,000	\$110,770,894	12
ENERGY, DEPARTMENT OF	8900	325188	ALL OTHER BASIC INORGANIC CHEMICAL MANUFACTURING	\$183,466,967	\$87,754,858	30
ENERGY, DEPARTMENT OF	8900	541690	OTHER SCIENTIFIC AND TECHNICAL CONSULTING SERVICES	\$113,515,726	\$81,937,507	581
ENERGY, DEPARTMENT OF	8900	233310	MANUFACTURING AND INDUSTRIAL BUILDING CONSTRUCTION	\$67,830,422	\$81,548,747	6
ENERGY, DEPARTMENT OF	8900	541513	COMPUTER FACILITIES MANAGEMENT SERVICES	\$109,833,089	\$48,630,998	62
ENERGY, DEPARTMENT OF	8900	213112	SUPPORT ACTIVITIES FOR OIL AND GAS OPERATIONS	\$145,054,583	\$36,225,000	8
ENERGY, DEPARTMENT OF	8900	561990	ALL OTHER SUPPORT SERVICES	\$34,697,288	\$34,939,281	37
ENERGY, DEPARTMENT OF	8900	514210	DATA PROCESSING SERVICES	\$62,531,452	\$33,037,603	203
ENERGY, DEPARTMENT OF	8900	332710	MACHINE SHOPS	\$24,975,057	\$24,975,057	4



# Rules of Engagement

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- ✱ Register with Central Contractor Register (CCR) – **[www.ccr.gov](http://www.ccr.gov)**
- ✱ Currently, you should register with DOE's e-Center for acquisitions under \$100,000 and Industry Interactive Procurement System (IIPS) for acquisitions greater than \$100,000 – **<http://e-center.doe.gov>**
- ✱ Register with FedConnect – to view current business opportunities, receive solicitations, and submit proposals – **<https://www.fedconnect.net/FedConnect/>**
- ✱ Check out SBA's "Sub-Net": **<http://web.sba.gov/subnet>**. SubNet is equivalent of FedBizOps for subcontracting opportunities posted by primes.



# Rules of Engagement

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- ✳ Check out Federal spending websites at:  
**<http://www.fedspending.org>** and  
**<http://www.usaspending.gov>**. Search contract and FA spending from 2000-2008 and where your money goes.
- ✳ Go to DOE's website – **[www.energy.gov](http://www.energy.gov)** and use the “white” search box in the upper right hand corner of page to find information about anything regarding DOE and its projects – i.e. type in “biomass” and see what you retrieve.
- ✳ From DOE's website – **[www.energy.gov](http://www.energy.gov)**; scroll down the left side to “Doing Business with DOE” (quick reference stamp) –  
**[http://management.energy.gov/business DOE.htm](http://management.energy.gov/business_DOE.htm)**.



# Doing Business with DOE

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- \* Link to the OSDBU Page – <http://smallbusiness.doe.gov>
- \* DOE Business Forecast – <http://hqInc.doe.gov/Forecast>
- \* List of Contracting Offices --  
<http://management.energy.gov/procurement.htm>
- \* List of FMCs and their mission --  
<http://management.energy.gov/1159.htm>
- \* Recovery Act transparencies –  
<http://www.energy.gov/recovery/index.htm> or  
<http://recovery.gov>





# Doing Business with DOE

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- \* National Energy Technology Lab (NETL) and unsolicited proposals --  
**<http://www.netl.doe.gov/business/usp/unsol.html>**
- \* Strategic sourcing including “Inter-contractor Purchasing Team” (ICPT) – **<http://management.energy.gov/1364.htm>**
- \* FedConnect – **<https://www.fedconnect.net/FedConnect/>**
- \* DOE e-Center – **<http://www.pr.doe.gov/>**
- \* FedBizOps – **<https://www.fbo.gov> only shows synopses**
- \* Federal and DOE procurement regulations and guidance –  
**[http://management.energy.gov/policy\\_guidance/procurement\\_acquisition.htm](http://management.energy.gov/policy_guidance/procurement_acquisition.htm)**



# Doing Business with DOE

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- \* Financial Assistance (FA) – [www.grants.gov](http://www.grants.gov)
- \* FA policy and guidance – [http://management.energy.gov/policy\\_guidance/financial\\_assistance.htm](http://management.energy.gov/policy_guidance/financial_assistance.htm)
- \* OMB Grants Guidance – [http://www.whitehouse.gov/omb/grants/grants\\_forms.html](http://www.whitehouse.gov/omb/grants/grants_forms.html)
- \* PADS-on-Line – <http://padsonline.energy.gov/>
- \* PADS-on-Line instructions – <http://management.energy.gov/1263.htm>



# Office of Small & Disadvantaged Business Utilization (OSDBU)

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- ✳ The OSDBU was established in 1979 pursuant to Public Law 95-507. The specific duties of this office are identified in 15 U.S.C. 644 (k). The OSDBU program is headed by a Director, and is responsible for carrying out Section 8 and 15 of the Small Business Act.
- ✳ The OSDBU's mission is to promote prime and subcontract business opportunities for the small business community.
- ✳ Our vision is to co-develop a seamless acquisition review process with the Office of Procurement in order to maximize small business participation.



# OSDBU Unique Tools to Increase Small Business Participation

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- \* Advance Planning Acquisition Team (APAT) – top level managers from program offices, procurement and OSDBU meet to discuss complex procurement (over \$100 M)
- \* OSDBU review of procurements over \$3M not reserved for small business participation
- \* Small Business Program Manager's Directory – [http://smallbusiness.doe.gov/Our People/Small Business Directories/small business directories.html](http://smallbusiness.doe.gov/Our_People/Small_Business_Directories/small_business_directories.html)
- \* Helpful Links – <http://smallbusiness.doe.gov/Links/links.html>
- \* Annual Secretary's Small Business Conference – <http://www.smallbusiness-outreach.doe.gov/>







# OSDBU Unique Tools to Increase Small Business Participation

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- ✦ Business Opportunity Sessions (BOS)
- ✦ Host and participate in matchmaking forums and other outreach activities
- ✦ DOE Mentor-Protégé Program Advocate – DEAR 919.70
- ✦ SBA Mentor-Protégé Joint Venture Teaming Advocate – 13 CFR 124.520
- ✦ OSDBU Small Business Staffers are aligned with specific program elements as account representatives



# How Do I Get a Contract with DOE?

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- \* **Must clearly and convincingly demonstrate that you can fulfill the requirement in a cost effective manner**
- \* Knowledge of what elements purchase – engage with elements, field office and FMC Small Business Program Managers (SBPMs)
- \* Allow yourself sufficient time to prepare for the competition (1-2 years)
- \* Intelligence gathering and do your homework
  - Obtain a copy of current contract and/or former RFP
  - Use FOIA or federal procurement market intelligence services firms
  - Review Statement of Work (SOW) Section “C”
    - Continued on next page



# How Do I Get a Contract with DOE?

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## Intelligence gathering and doing your homework (continued) –

- Key personnel – past experience and past performance
- Bench strength
- If requirement is steep, consider teaming – 13 CFR 121.103  
or  
SBA Mentor Protégé participation 13 CFR 124.520 –  
**<http://www.sba.gov/tools/index.html>**
- Section “M” – Evaluation Criteria



# How Do I Get a Contract with DOE?

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## Intelligence gathering and do your homework (continued)

- Prepare Business Development Plan – Company's Ingenuity and Strategy to fulfill requirement
- Preparation of winning proposal (Conformance to Section "L" of RFP). Proposal is the level playing field.
- Accessibility is "key" – Get on GSA Schedules or GWACs
- Incumbents do not always win recompetition
- Need help? Contact PTACs at <http://wingovcon.com/ptacs.htm> or <http://www.aptac-us.org/new/>







# Barriers

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- \* Security requirements – “Q” Clearance – DOE M 470.4-5 –  
**[http://www.hhs.energy.gov/SecPolicy/ss\\_faqs\\_archives.html](http://www.hhs.energy.gov/SecPolicy/ss_faqs_archives.html)**
  - Diana Samuelson, Small Business Program Manager  
Phone: (301) 903-5117  
E-mail: [diana.samuelson@hq.doe.gov](mailto:diana.samuelson@hq.doe.gov)
- \* Patent Infringement and Obtaining Licenses
- \* Bonds (FAR 28.101), SBA Bond Guarantee Program – Bid Bonds, Performance Bonds, and Payment Bonds –  
**[http://www.sba.gov/aboutsba/sbaprograms/osg/OSG\\_HOWTOAPPLY\\_SBOND\\_GUARANTEE.html](http://www.sba.gov/aboutsba/sbaprograms/osg/OSG_HOWTOAPPLY_SBOND_GUARANTEE.html)**
- \* Foreign Affiliations – Foreign Ownerships, Control or Influence (FOCI) – under risk to Defense and National Security resulting from FOCI



# Barriers (Cont.)

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- \* Compliance with Safety Inspections – to ensure adequate protection to workers, public, and environment (Ref. 10 CFC 851, DOE Order 440.1A, Acquisition Letter 2007-04, HQ O 442.1) –

**<http://www.energy.gov/safetyhealth/facilitysafety.htm>**

→ Kathy McCarty

Phone: (301) 903-8812

E-Mail: [kathy.mccarty@hq.doe.gov](mailto:kathy.mccarty@hq.doe.gov)

- \* Environmental Hazards and Site Access – Radiation –  
**<http://www.em.doe.gov/Pages/Safety.aspx>**



# Helpful References

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[http://www.management.energy/business\\_doe/hq\\_services.htm](http://www.management.energy/business_doe/hq_services.htm)

→ DOE Headquarters Services – Doing Business with Headquarters

<http://e-center.doe.gov>

→ A convenient, comprehensive and extensive electronic communications information center for information about DOE's acquisition and financial assistance opportunities and the place to initiate business transactions.



<http://www.netl.doe.gov/business/usp/unsol.html>

→ DOE's central focal point for all DOE Unsolicited Proposals is the National Energy Technology Laboratory (NETL).

<https://www.fedconnect.net>

→ FedConnect is an online marketplace where federal agencies post opportunities and make awards via the web. Any vendor can view public postings without registering.





# Helpful References (Cont.)

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<https://www.fbo.gov>

- FedBizOpps is the single government point-of-entry (GPE) for Federal government procurement opportunities over \$25,000. Government buyers are able to publicize their business opportunities by posting information directly to FedBizOpps via the Internet. Through one portal, FBO.gov, commercial vendors seeking Federal markets for their products and services can search, monitor and retrieve opportunities solicited by the entire Federal contracting community.



[http://fedgov.dnb.com/webform/pages/reqDuns\\_phone.jsp](http://fedgov.dnb.com/webform/pages/reqDuns_phone.jsp)

- Obtain a DUNS number. As described in the website, you may call (866) 705-5711 and obtain the number within 10 minutes!



<http://www.ccr.gov>

- Central Contractor Registration (CCR) is the primary registrant for the U.S. Federal Government. CCR collect, validates, stores and disseminates data in support of agency acquisition missions.





# Helpful References (Cont.)

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<http://www.wingovcon.com/ptacs.htm> or <http://www.aptac-us.org/new/>

→ Procurement Technical Assistance Centers provide the business community with the most current and reliable information available to help any size businesses succeed as a government contractor.

[http://www.sba.gov/idc/groups/public/documents/sba\\_homepage/serv\\_sstd\\_tablepdf.pdf](http://www.sba.gov/idc/groups/public/documents/sba_homepage/serv_sstd_tablepdf.pdf)

→ SBA Size Standards matched to NAICS Codes.

<http://www.directives.doe.gov>

→ DOE Directives are official communications of policies, requirements and procedures.

<http://www.arnet.gov>

→ Acquisition Central is hosted by Integrated Acquisition Environment (AEI), the E-Gov Initiative that is streamlining the federal acquisition process.



# Helpful References (Cont.)

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<https://www.fpds.gov>

- The Federal Procurement Data System Next Generation (FPDS-NG) contains data that the Federal Government uses to create recurring and special reports to the President, the Congress, the Government Accountability Office, Federal executive agencies and the general public.



<http://smallbusiness.doe.gov>

- DOE is the largest civilian buying agency in the Federal Government, procuring over \$22 billion in goods and services annually.



<http://www.sba.gov/tools/index.html>

- The SBA provides a wealth of information unique to small business through monthly chat events, electronic newsletters, podcasts and a myriad of business resources to support your business needs. Also, website for Laws and regulations including 13 CFR.



# Helpful References (Cont.)

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<http://www.sba.gov/localresources/index.html>

- Business guidance and support to increase your odds of long-term success. Find counseling, training and business development specialists providing free and low-cost services in your area.

<http://www.sba.gov/services/index.html>

- Features SBA-backed loans, government contracting opportunities, disaster assistance and training programs to help your business succeed.

<http://www.sba.gov/smallbusinessplanner/index.html>

- The Small Business Planner includes information and resources that will help you at any stage of the business lifecycle.

<http://www.science.gov>

- Searches over 38 databases and 1,950 selected websites, offering 200 million pages of authoritative **U.S. government science information**, including research and development results.





# Helpful References (Cont.)

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[http://www.usa.gov/Business/Business\\_Gateway.shtml](http://www.usa.gov/Business/Business_Gateway.shtml)

→ USA.gov™ is the U.S. government's official web portal.

<http://www.recovery.gov>

→ This website is the main vehicle to provide each and every citizen with the ability to monitor the progress of the recovery.

<http://www.energy.gov/recovery>

→ A comprehensive and extensive information center about DOE and the American Recovery and Reinvestment Act of 2009 (Recovery Act).

<http://www.usaspending.gov> and <http://www.fedspending.org>

→ Provides easy access to Government contract, grant and other award data.

<http://www.vetbiz.gov/>

→ Is the portal for Veterans in Business.





# Helpful References (Cont.)

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[http://www.rules.house.gov/111LegTest/111\\_hr1\\_text.pfd](http://www.rules.house.gov/111LegTest/111_hr1_text.pfd)

→ H.R. 1 – The bill in regards to the American Recovery and Reinvestment Act of 2009.

<http://www.appropriations.senate.gov>

→ Website for the U.S. Senate Committee on Appropriations.

<http://www.finance.senate.gov/hearings/statements/012709mb.pdf>

→ Website for the Committee on Finance – January 27, 2009 Open Executive Statement by Senator Max Baucus (D-MT) to consider the American Recovery and Reinvestment Act of 2009.

<http://www.finance.senate.gov/hearings/statements/012709mb.pdf>

→ Website for the U.S. Senate Committee on Finance – Information on Legislation





# DOE OSDBU Staff –

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