Agenda

- Role of the Hill AFB Small Business (SB) Office
- Breakdown of Acquisition Offices
- What they Buy
- Acquisition Processes
- Wrap-Up
Hill AFB Small Business Office

• Our Role
  – Ensure SB maximum practicable opportunity to participate in Hill AFB acquisitions
    • Carry Out Policy & Directives
    • Set/Achieve Program Goals
    • Knowledge of SB Program Requirements
  – Participate in acquisition activities
    • Review subcontracting plans/acquisition documentation
    • Make Set-Aside Recommendations
    • Market research/Source Development
    • Acquisition strategy meetings
    • Industry days
    • Provide training (internal and external)
  – Outreach events
  – Meet with small business
Hill AFB Small Business Office

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Breakdown – Hill AFB Offices

• Hill Air Force Base (HAFB)
  • Air Force Sustainment Center (AFSC)
    • Three divisions
      ▪ AFSC-Hill 75th Air Base Wing (75th ABW)
      ▪ AFSC-Hill 309th Maintenance Wing (309th MXW)
      ▪ AFSC-Hill Supply Chain Management (SCM)
        (previously Global Logistics Support Center)

• Tenant Organizations with procurement responsibilities:
  – Air Force Life Cycle Management Center (AFLCMC)
  – Air Force Nuclear Weapons Center (AFNWC)
  – Defense Logistics Agency (DLA)
• **Mission**
  - Support Organizations at Hill

• **Contract Support: PZIO**

• **Types of Contracts**
  - Construction/Civil Engineering Support
  - Main Operational Contracts
  - Government Purchase Card
  - Strategic Sourcing
75 ABW - What We Buy

- Roofing
- Janitorial
- Hazardous Waste Permits
- Construction - MACC II and SABER
- Paving
- A&E
- Refuse
- Grounds Maintenance

- Information Technology
- Cable/Satellite TV
- PMDSS
- Dining Facility
Strategic Sourcing

Mandatory Schedules:

- Office Supplies (Federal Strategic Sourcing Initiative)
- Client Computing (Information Technology Commodity Council – ITCC & AFWay)
- Cellular Services & Devices (ITCC & AFWay)
- Digital Printing & Imaging (ITCC & AFWay)
- Office Seating (Furnishings Commodity Council – FCC)
- Dormitory Furnishings (FCC) -- temporarily suspended
- Air Force Tools & Parts
- Medical Support Services
- Force Protection Equipment
Government Purchase Card Program

- ~1700 Card holders
- ~$60M annually in purchases
- ~80,000 transactions annually

Types of common GPC transactions:

- Office Supplies
- IT (VOIP Phone, Servers, Workstations, Printers)
- Tools and Misc Parts
309th Maintenance Wing

• Mission
  – Maintain, Repair, Overhaul, Develop

• Contract Support: PZIM, PZIE

• Wing Breakdown
  – 309th SMXG – Software Maintenance Group
  – 309th EMXG – Electrical Maintenance Group
  – 309th CMXG – Commodities Maintenance Group
  – 309th AMXG – Aircraft Maintenance Group
  – 309th MXSG – Maintenance Support Group
  – 309th MMXG – Missile Maintenance Group
  – 309th AMARG – Aircraft Maintenance & Regeneration Group
309 MW - What We Buy

- C-130 De-Paint
- Test Stands
- Grinder Rebuild
- Bearing Repair Engineering and Technical Services
- PMEL (Precision Measurement Equipment Laboratory)
- DOCAT2 (Contract Field Team Support)
- Tools & Consumable
- Ground Support Equipment (Formerly AGE)
- MRO (Maintenance Repair Operation) Support
- TODO (Technical Order Distribution Office)
- Equipment & Facilities
- Logistics & Consulting
- B-2 Aircraft Composites
- Business Services
- Software contracts, agreements/licenses
- Computer hardware
- Cables/Test sets
- AFWAY/NETCENTS
- Protective Clothing
- Equipment Relocation
• Mission
  – Provide Supply Chain Management Support
    • Spare parts, repairs, services
• Contract Support: PZA
• Systems supported include
  • Mature and Proven Acft
  • Landing Gear
  • Secondary Power Systems (C-5, C-130, A-10, KC-135, B-1, F-15, F-16, T-38)
  • Radar Systems
  • Space Systems
  • Intercontinental Ballistic Missile (ICBM)
748 SCM- What We Buy

- Repair Contracts - Parts/Components
- Spare Parts
- Secondary Power Commodity Support
- Test Stations
- Engineering Services

**NOTE:**
- Source Qualification - Requirements based on specific military specifications
- Only qualified sources may compete
- Becoming qualified equals an investment on the part of industry, including time and resources
Air Force Life Cycle Management Center (AFLCMC)

• **Mission**
  - Deliver War-winning expeditionary capabilities to the warfighter on time and on cost

• **Contract Support:** PZZK, EBHK, WWAK, WWMK, WLDK, PKXC

• **Systems supported**
  - Agile Combat Support
  - Battle Management; AWACS, JSTARS
  - Business Enterprises
  - C3I Networks
  - Fighter/Bomber
  - Special Operations and Intelligence Surveillance, Reconnaissance
  - KC-46 Modernization
  - Mobility
  - Strategic Systems
  - Weapons (Armaments)
LCMC- What We Buy

• Logistics Database System Application
• Engineering Services
• Software Maintenance
• Help Desk, Depot Maintenance, Special Projects
• Provide maintenance for Uninterruptible Power Supplies and batteries
• F-16 maintenance/sustainment
• F-16 wiring harnesses/kits
• Manufacturing/kitting of fuselage structural components
• Cartridge Actuated Devices/Propellant Actuated Devices
• Components
  – Flares
  – Bomb Bodies
  – Rockets
  – Pepper Spray
  – Household Ammo
  – Robots
  – Explosive Suits
• Mission
  – Deliver a safe, secure, responsive, on-time and on-target nuclear deterrent force to the warfighter as the Nation's Nucleus for ICBM development, acquisition and sustainment

• Contract Support: PZB

• Systems Supported
  – ICBM SPO
  – Ground System
  – Propulsion Subsystem
  – Re-Entry Subsystem
  – Guidance/Test/SELECT
• Systems Engineering and Integration
• Aging Surveillance Analysis
• Depot Level Maintenance
• Storage/Transportation
• Propulsion Test Set
• Personal Alarm System
• Emergency Response
• Advisory & Assistance Services Support
• Fuzes
• Transporter Erector Replacement Program
• Sustainment – Ground Operational Equipment
• Electromagnetic Pulse Simulator
• Power Amplifiers
• Supply Chain Management Oversight
• Laser Actuated Switch
• NOTE: Subcontracting Opportunities
Defense Logistics Agency (DLA)

• Mission
  – DoD’s Combat Logistics Support Agency
  – Tenant Organization
    • Maintain/Improve Parts Support to Customers
    • Provide Best-Value Integrated Logistics Solutions
    • Reduce Cost
    • Support – spare parts purchase for AFSC, 748th SCMG
    • Local purchase/emergency buys
DLA- What We Buy

- DLA Aviation (Hill AFB)
  - Repair Parts
  - Engine Components
  - Air Frames
  - Flight Safety Equipment
  - Maps
  - Environmental Products

- DLA’s Global Supply Chains (Not at Hill AFB)
  - Food
  - Clothing/Textiles
  - Fuel/Energy
  - Construction & Equipment
  - Medical
  - Maritime
    - Ship and submarine parts
  - Land
    - Army/USMC vehicles/equipment
Acquisition Process

- Acquisition Planning & Market Research
  - RFI/Sources Sought/Industry Day/Capability Briefings (Fed Biz Ops)
  - Type of Acquisition
    - Socio Economic Programs: Women Owned, 8(a), HubZone, Service Disabled Veteran Owned
    - Small Business Set-Aside
    - Full and Open/Unrestricted
    - Sole Source
- Solicitation Posted/Issued through FBO
  - Applies to opportunities over $25K
- Submit bids/proposals electronically
- Bids/proposals evaluated
- Oral presentations (if required)
- Negotiations (if required)
- Subcontracting Plan Final Approval (if over $650K)
- Award
- Debriefing (negotiated acquisitions, if requested)
Solicitation Vehicles

• Invitation for Bid (IFB)
  – Sealed, Competitive bids, Public bid opening
  – Government requirements clearly/accurately described
  – Bids evaluated – no discussions

• Request for Quote (RFQ)
  – Used in Simplified Acquisition Procedures (<$150K)
  – Request price, delivery schedule, payment terms, and other terms and conditions
  – Vendors respond to RFQs with quotes
  – Quotes are not offers and cannot be accepted to form a binding contract
  – Government’s offer - Purchase order

• Request for Proposal (RFP)
  – Used in negotiated acquisitions
  – Communicate government requirements
  – Provide anticipated terms and conditions
Solicitation Vehicles cont’d

- Government Credit Card (GCC)
  - Authorized for use in making and/paying for purchases of supplies, services or construction
  - Micro-purchases (under $3K)
- GSA Schedules
- Indefinite Delivery Indefinite Quantity (IDIQ) Contracts
- Enterprise Strategic Initiatives
  - NETCENTS II
    - Contract Management: Maxwell AFB, 334-422-9232
    - http://netcentsii.com/
Federal Regulations

• Familiarize Yourself with DoD Contracting Regulations!
  – Federal Acquisition Regulation (FAR):
    http://farsite/farsites.html
    • Governs federal procurement process
    • 53 Sections
  – Defense Federal Acquisition Regulation (DFAR)
  – Additional Agency supplements, i.e., Air Force FAR Supplement (AFFARS)

• Federal Register Notices:
  – Advance notice of what will be published in FAR
Acquisition Considerations

• Award to:
  – Lowest Price Technically Acceptable (LPTA) or Best Value
  – Responsible contractors
  – Acquisition Type - Market Research
    • Woman Owned Small Business (WOSB), Historically Underutilized Business Zone (HubZone), Small Disadvantaged Business 8(a) certified, or Service Disabled Veteran Owned Small Business(SDVOSB) - PROGRAMS HAVE PARITY
  – Appropriate contract type
    • Firm Fixed Price (FFP), Cost Reimbursement (CR)
Set-Aside Programs

• Rule of Two
  – $3K - $150K: Automatically reserved for SB
  – Over $150K: Set Aside – reasonable expectation offers obtained from two responsible SB’s

• Types of Set-Asides
  – 8(a) Set Aside
    • Certified by SBA
    • Sole Source (under $4M services, under $6.5M supplies)
    • Competitive (2 or more bidders, over above dollar thresholds)
Set-Aside Programs cont’d

- Women-Owned (WOSB) – Economically Disadvantaged Women-Owned (EDWOSB)
  - Self-Certify
  - Set-aside 2 or more responsible WOSB’s or EDWOSB’s

- Service Disabled Veteran Owned (SDVOSB)
  - Self-Certify SAM (Veteran’s Admin documentation)
  - Set-aside 2 or more responsible SDVOSB

- HubZone
  - Certified by SBA
  - Set-aside 2 or more responsible HubZone’s

- Small Business
  - Self-Certify
  - Comply with NAICS and Size Standard
Getting Started

• Preparation
  – Work with PTAC, SBA, etc.
  – Know/Identify your product or service
    • Federal Supply Codes (FSCs)/Product Service Codes (PSCs): http://www.outreachsystems.com/resources/tables/pscs/
    • NAICS: www.census.gov/eos/www/naics
    • SBA Size Standards Information: http://www.sba.gov/category/navigation-structure/contracting/contracting-officials/eligibility-size-standards
  – Obtain Data Universal Numbering System (DUNS) Code fedgov.dnb.com/
  – Registration in System for Award Management (SAM) www.sam.gov
    • Registers you for Central Contractor Registration (CCR) required for procurement and financial transactions
    • Contractor and Government Entity Code (CAGE) – SAM system will provide one
    • Note: Register in SAM and select small business; a sub-set of your SAM data will be sent to SBA for size validation and inclusion in SBA’s Dynamic Small Business Search (DSBS): http://dsbs.sba.gov.dsbs/search/dsp_dsbs.cfm
Finding Opportunities

• Identify your target market
  – Air Force, Army, Navy, etc.

• Procurement Opportunity Lists:
  – Federal Business Opportunities (FBO):
    https://www.fbo.gov/
  – Air Force Long Range Acquisition Estimate (LRAE):
    http://airforcesmallbiz.org/opportunities/index.php
  – GSA Federal Supply Schedule (FSS) Lists:
    http://www.gsa.gov/portal/content/197989
  – DoD Small Business Opportunity Forecasts:
    http://www.acq.osd.mil/osbp/sb/opportunities.shtml
  – Federal Procurement Data Systems (FPDS):
    https://www.fpds.gov/fpdsng_cms/
  • Tells who is winning, what agencies are purchasing
Subcontracting

- Explore Subcontracting
  - SBA SUB-Net (provides information on subcontracting opportunities posted by prime contractors, non-federal agencies):
    http://www.sba.gov/content/sub-net
  - Prime Contractors and Subcontractors with Subcontracting Plans:
Available Resources

• Procurement Technical Assistance Centers (PTAC)
  – http://goed.utah.gov/contracting/PTAC/

• Small Business Administration
  – www.sba.gov

• DoD Small Business Offices
  – http://www.acq.osd.mil/osbp/about/contact.shtml

• Service Corps of Retired Executives (SCORE)
  – www.score.org

• Small Business Development Centers (SBDC)
  – www.sba.gov/sbdc
Questions???

- Be Patient
- Be Persistent
- Ask Questions
- Network
- GOOD LUCK!!