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NEBRASKA BUSINESS DEVELOPMENT CENTER®

Procurement Technical Assistance Center (PTAC)

“Helping Nebraska businesses grow and generate new business by locating opportunities for business with government agencies.”

By Andy Alexander, PTAC Program Manager & Counselor, Member of the Association of Procurement Technical Assistance Centers (APTAC), Nebraska Economic Developers Association (NEDA), and Certified Contracting Assistance Specialist



Nebraska Small Business Profile

- There are over 156,000 businesses in the state of Nebraska.
- Ninety-Seven Percent (97%) of these businesses are small businesses.
- These Nebraska small businesses generated about \$8 billion in revenue.
- The U.S. Government awarded over \$600 billion in contract awards nationwide last year.
- *Nebraska businesses were awarded less than \$151 million, and Nebraska is ranked 46 out of 50 states on contract awards

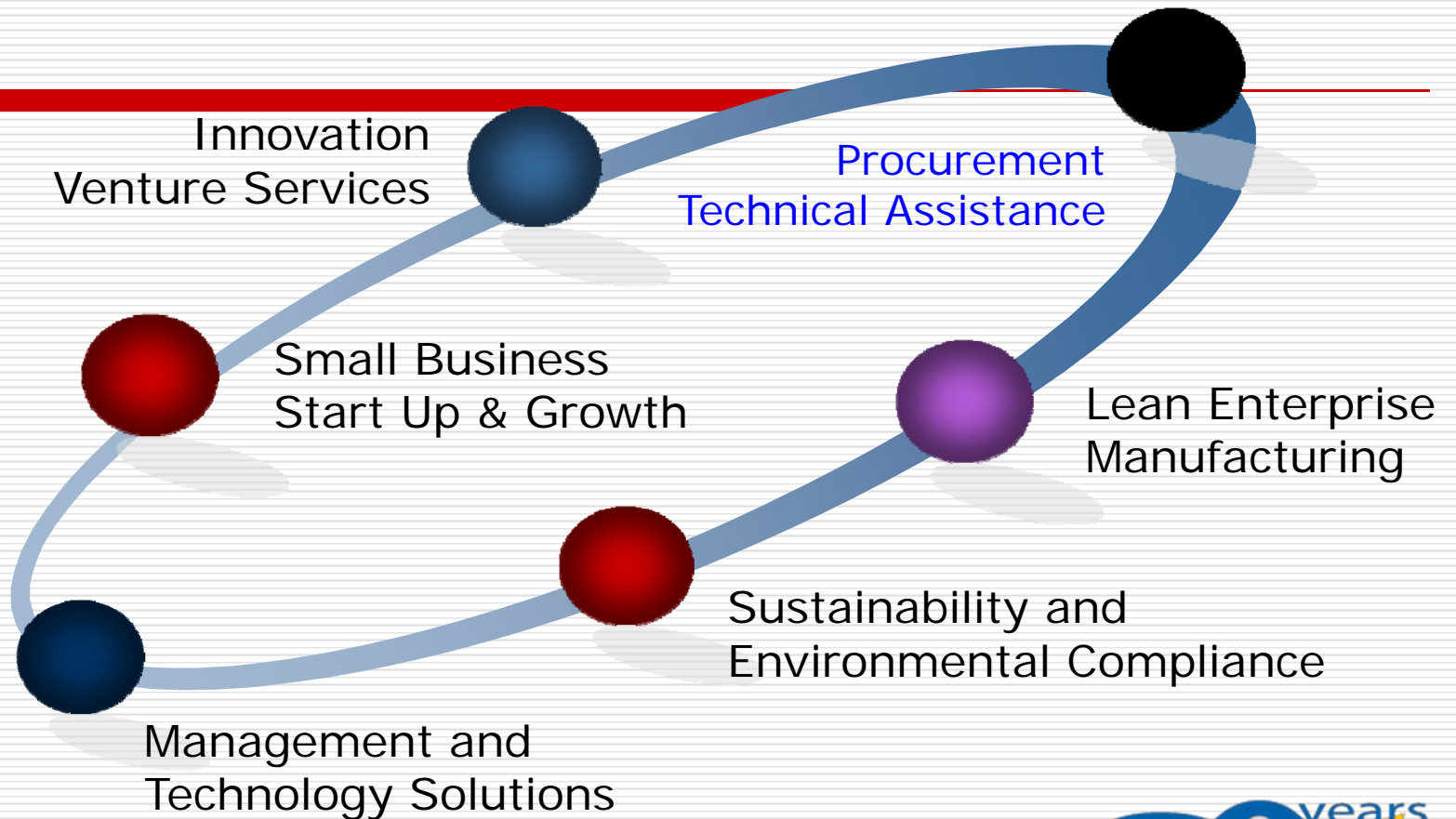
*As reported to the NBDC PTAC by it's clients

Overview of the NBDC



- NBDC's 2008 Year Economic Development Impact
 - NBDC served an average of 6,347 clients served.
 - 142 Nebraska communities were served.
 - \$28,391,641 client investment in expansion or startup.
 - \$152,270,591 sales/savings in process costs. 3,009 jobs created or saved.
 - \$289,995,941 NBDC client economic impact.
 - NBDC offices are located in Chadron, Columbus, Kearney, LaVista, Lincoln, North Platte, Omaha, Scottsbluff and Wayne. With future opening in Auburn, NE.
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NBDC Comprehensive Business Services

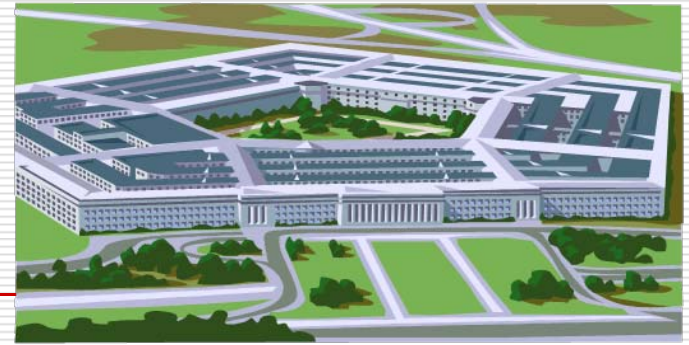


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NEBRASKA BUSINESS DEVELOPMENT CENTER®

30 years
BUILDING BETTER BUSINESS

Overview of PTAC



- The PTAC started in 1985 to help the Department of Defense (DoD) place contracts in areas of the country that needed an influx of federal dollars. Although it has never been called an economic development program, it works like one to some extent.
 - Through cooperative agreements, the federal government enters into a cost-sharing arrangement with a state or local government or not-for-profit organization to provide general counseling services to businesses seeking government contracts.
 - Its original purpose was only to help with military contracting and with areas of high unemployment, but over the years it has expanded to provide assistance to businesses wanting to do or doing business at the federal, state or local level.
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Overview of PTAC (cont'd)



- ❑ PTAC is a well-run and very cost-effective program with counselors with a high level of expertise. The PTAC counselors will:
 - ❑ Help identify contractual opportunities with the government.
 - ❑ Help locate potential marketing opportunities.
 - ❑ Help prepare proposals, financial, and contractual forms; and provide guidance with regard to quality assurance, production, and/or the resolution of engineering, financial, quality or production problems.
 - ❑ It will also provide you with assistance on e-commerce issues.

 - ❑ PTAC is funded by the Defense Logistics Agency (DLA) and the State of Nebraska

 - ❑ PTAC center offices are located in Omaha, Lincoln, Wayne and Kearney, NE

 - ❑ During 2008 PTAC counselors assisted businesses throughout the state of Nebraska with over 924 government contracts, valued at \$151 million in government awards, generating 2,500 jobs.
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Electronic Bid Match

- The PTAC also provides daily electronic notification of bids (by email messages) that closely match a company's service and/or product capabilities according to your business NAICS/SIC codes or keywords. The service is called "**MYBIDMATCH.COM**", and it is free of charge to our PTAC clients.
- These solicitation notifications include town, city, county, state and Federal government business opportunities.





Our Services

Getting Started

- Initial Consulting
- Registration Svcs
- Classifications

Locating Opportunities

- BidMatch
- Govt. E-Commerce

Subcontracting

- For Primes
- For Subs
- Reasons to Sub
- Advantages
- Mentor/Protégé

PTAC Events

Online Resources

- FAQs
- Resource Sites
- Programs

About the PTAC

- PTAC Team



<http://ptac.unomaha.edu>

Government Contracting Assistance

The government purchases over \$600 billion in goods and services each year, making it the single largest buyer! This presents an enormous opportunity to companies that wish to grow their revenue or diversify their revenue sources.

These opportunities are not limited to large businesses. In fact, federal purchasing offices are required by law to set aside contracts or portions of prime contracts for exclusive bidding by small or minority-owned firms. In 2001, prime contractors for the Department of Defense alone subcontracted \$60.5 billion in work, of which \$23.6 billion was awarded to small business firms.

With help from NBDC's procurement assistance specialists, it could be your company that takes advantage of these lucrative opportunities.

Consulting Services

The Nebraska Business Development Center (NBDC) Procurement Technical Assistance Center (PTAC) is partially funded by a grant from the Defense Logistics Agency (DLA) to help Nebraska businesses compete and win government contracts. The grant was awarded to the University of Nebraska at Omaha.



Proposal Preparation Requirements (RFQ/RFP)

- ◆ **Obtain** a copy of the solicitation
- ◆ **Read** it CAREFULLY (“**SWOT IT**” don’t “**SWAG IT**”)
- ◆ **Write** down your questions about the solicitation
- ◆ **Get** clarification, in writing, of ambiguities or mistakes in the bid package
- ◆ **Request** a “Buy History” if available
- ◆ **Attend** pre-bid meetings (construction and service type contracts)
- ◆ **Do** a walk-through of the site if possible (especially for construction and service type contracts)

Proposal Preparation Requirements (cont'd)

- ◆ **Always** read **ALL** the rules that apply to your particular procurement opportunity
- ◆ **Follow** the prescribed procedures
- ◆ **Questions** should be directed to the Contracting Officer



Proposal Preparation Requirements

(Continued)

- ◆ **Get** all your key players involved in preparing your bid
- ◆ **Have** disinterested party proofread your proposal/bid (Does it make sense?)
- ◆ **Submit** your bid on time as stated in solicitation (A **Late** Bid is a **NO** Bid!)



Government Determinations and Actions Before Contract Award (the 3 R's)

- ✓ Is your Bid Price **Reasonable**?

- ✓ Are you **Responsive**?

- ✓ Are you **Responsible**?
 - ✓ **Pre-Award Survey**
 - Technical Capability
 - Quality Assurance System
 - Financial Capabilities (accounts receivable, net worth, cash flow)
 - Accounting System
 - Bonding (Bid Bond, Performance Bond, etc.)
 - System for Qualifying Subcontractors and Suppliers



NEBRASKA BUSINESS DEVELOPMENT CENTER®

Conclusion & Questions

"Remember to make an appointment to meet with a NBDC PTAC Counselor soon, because it is a good business decision and it is **FREE**"

