



DOING BUSINESS WITH GSA

DOING BUSINESS WITH GSA!



Today's Presenters

Major George

Small Business Specialist

Office of Small and Disadvantaged Business Utilization (OSDBU)

GSA - Sun Belt Region 4

Ph. 404-625-5604

Major.george@gsa.gov

Paula Mensah

Procurement Analyst

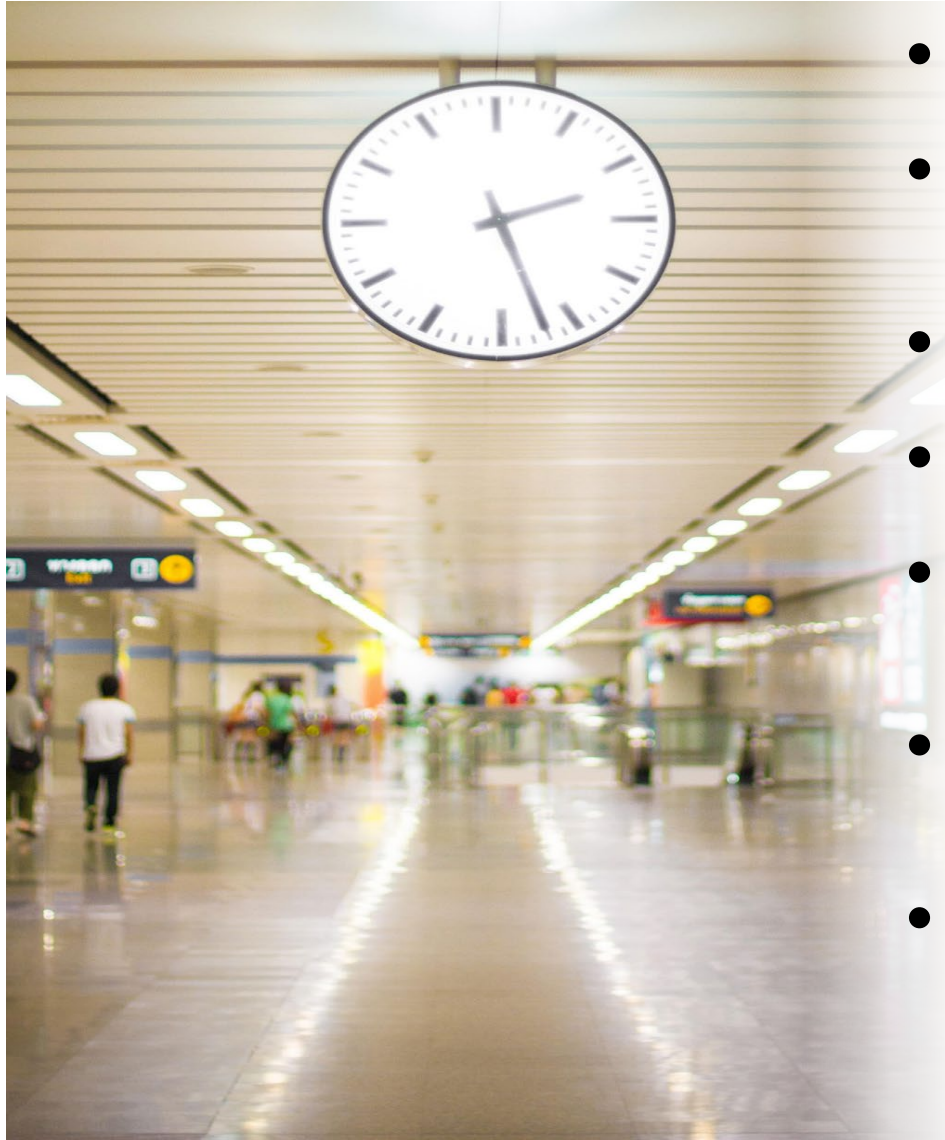
Office of Small and Disadvantaged Business Utilization (OSDBU)

GSA-Sun Belt Region 4

Ph. 404-387-1570

Paulal.Mensah@gsa.gov

Today's Agenda



- GSA OSDBU Overview
- Review the Federal Procurement Data System (FPDS)
- Provide background on USASpending.gov
- Review GSA's e-Buy System
- A look at GSA's Forecast of Contracting Opportunities Tool
- The Schedules Sales Query (SSQ) & how it can help you!
- Accessing Subcontracting Opportunities

The U.S. General Services Administration (GSA) is one of the federal government's largest buyers, contracting for billions of dollars' worth of products and services each year for its U.S. government "customers." These customers include most agencies of the executive, judicial, and legislative branches and federal government and military facilities worldwide.

GSA rents, builds, furnishes, and maintains government offices and buys products ranging from pens to state-of-the-art computers. GSA also contracts for services as varied as trash removal and information technology.

Mission-
“Deliver value and savings in real estate, acquisition, technology, and other mission-support services across government.”



Buying & Selling

Explore options for buying from or selling to the government.



Real Estate

Find information related to GSA leased and owned buildings.



Policy & Regulations

Get policy advice based on travel, management or acquisition regulations.



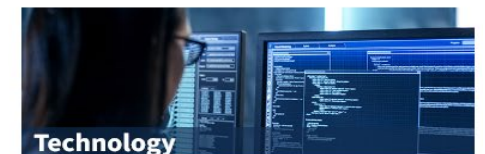
Small Business

Become a contractor or subcontractor and pursue opportunities to sell to the government.



Travel

Get travel reimbursement rates such as per diem, meals and incidental expenses, and mileage.



Technology

Purchase IT or telecommunications using solutions like Schedule 70, Federal Relay or Governmentwide Acquisition Contracts.

Public Buildings 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 8,681 assets, maintains an inventory of more than 370 million square feet of workspace, and preserves more than 500 historic properties.

<https://www.gsa.gov/pbs>

Federal Acquisition Service (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

<https://www.gsa.gov/fas>

Public Buildings Service (PBS)

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

Federal Acquisition Service (FAS)

- 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...

- www.gsaauctions.gov

<https://www.gsa.gov/forbusiness>

Office of Small and 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:

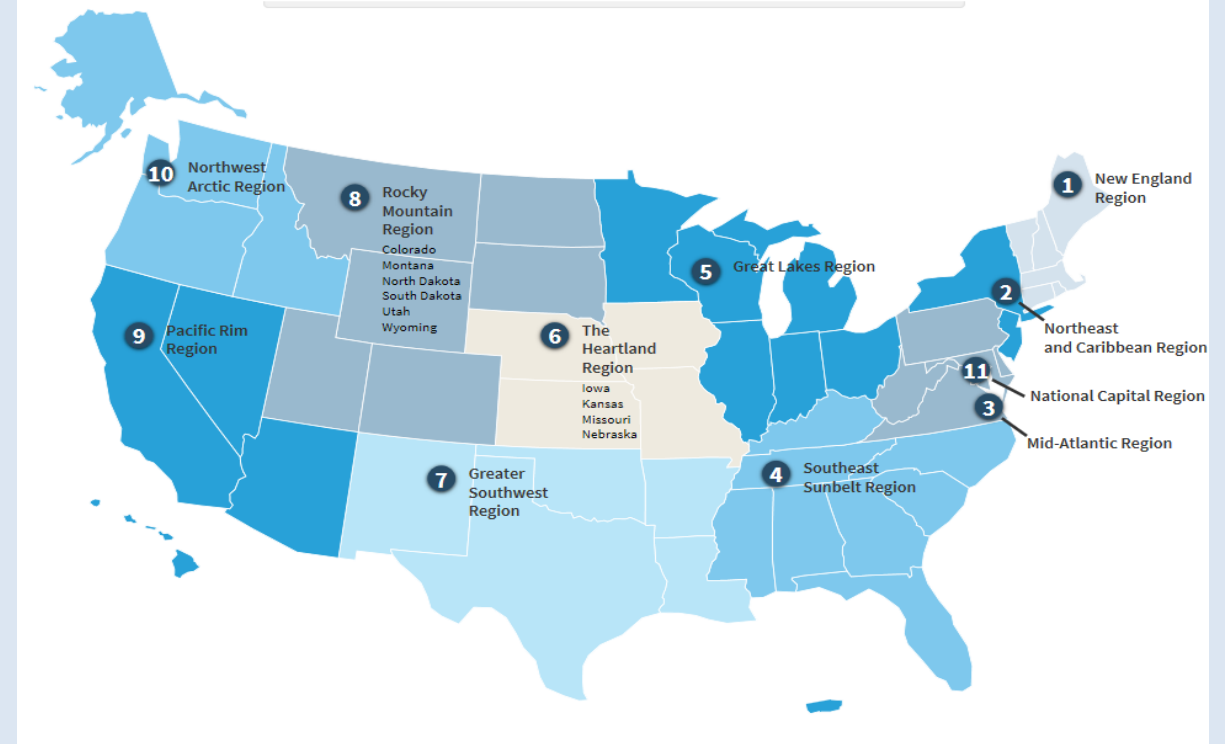
- Advocate, within each Federal Executive Agency, for the maximum practicable use of all designated small business categories within the Federal Acquisition process.
- Ensure inclusion of small businesses as sources for goods and services in federal acquisitions as prime contractors and subcontractors.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



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

Office of Small and Disadvantaged Business Utilization (OSDBU)

- Small Business Goaling
- 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
- Small Business
- Subcontracting Program
- Forecast of Contracting Opportunities



<https://www.gsa.gov/contactgroup/small-business-support>

FPDS-NG Overview



Federal Procurement Data System - Next Generation

- **What's reported to FPDS-NG?** Agencies are required to report on all contract actions using appropriated funds whose estimated value is \$3,500 or more as specified in FAR 4.6 Contract Reporting.
- **Where the data is from:** Contracting Officers enter the procurement data directly, or the data is fed from 90+ agency contract writing systems
- **Oversight:** Operated by GSA IAE with Governance from Acquisition Committee for eGov, Procurement Committee for eGov, Financial Assistance Committee for eGov, and IAE CCB

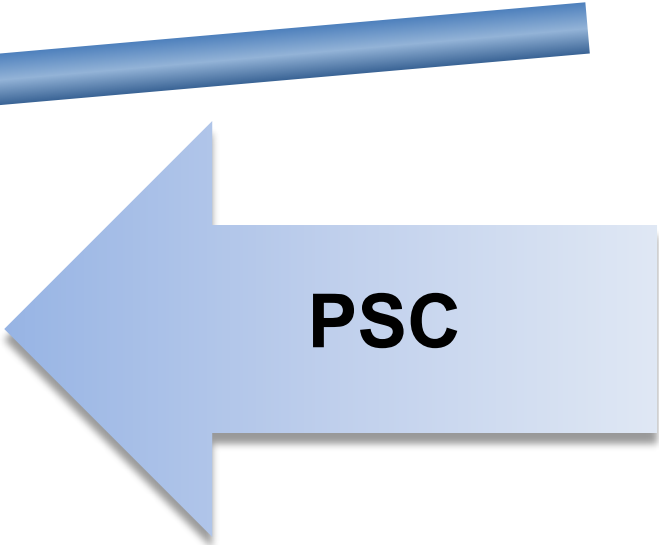
For more details visit: www.fpds.gov

What is needed to use FPDS? Your Product Service Code (PSC)



NAICS

1. Industry Classification used to identify specific types of industry.
2. NAICS is a broad classification
3. The NAICS is what you do

- 
1. PSC's can help you narrow down exactly what your business does
 2. PSC's are specific and can yield better data for market research and analysis
 3. Your PSC is how you are doing it

PSC

FPDS-NG



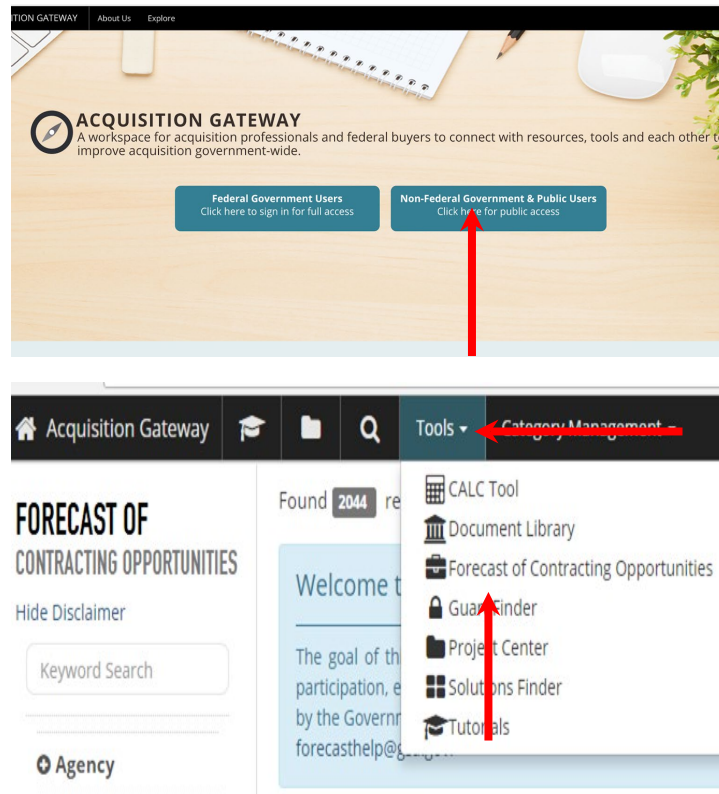
Federal Procurement Data System - Next Generation

WHERE TO FIND HELP:

- **FPDS-NG Data dictionary:**
From www.fpds.gov, click on *Worksite* submenu, find the *Data Dictionary* from Left Navigation *V1.5 Specifications* section.
- **Report Manual of how to use Ad-hoc Reports:**
From www.fpds.gov, click on *Training*, find the *Report Manual* from Right *Manuals* section.
- **Help Desk:**
 - Phone: 866-606-8220
 - Website: www.fsd.gov

Forecast of Contracting Opportunities

How to Access the Forecast Tool:



Background:

- Launched in March 2016
- Focuses on acquisition planning and increases awareness of potential prime and subcontracting opportunities.
- The goal is to help both GSA buyers and vendors easily communicate around potential contracting opportunities.
- The tool includes information for GSA and the Department of Interior.
- The goal is to have all Federal agencies use the tool.

For more details visit: <https://hallways.cap.gsa.gov>

Forecast of Contracting Opportunities

The screenshot shows the 'Forecast of Contracting Opportunities' web application. The browser address bar displays the URL: <https://hallways.cap.gsa.gov/app/#/x/forecast-of-contracting-opportunities/search=236220>. The navigation bar includes 'Acquisition Gateway', 'Tools', 'Category Management', and user options like 'Hi, Guest', 'About Us', 'Help', and 'Sign In'. The main content area shows search results for '236220', with 411 results found out of 2044 total. A search filter sidebar on the left includes options for Agency, Place of Performance, Acquisition Strategy, NAICS Code, Projected Solicitation Quarter, and Contract Type. A 'Results to CSV' button is located at the bottom of the sidebar. The main results list includes a detailed entry for 'Administrative Quarters' with the following information:

- Listing ID:** 7417
- Organization:** Bureau of Land Management
- Place of Performance:** Rosette, UT
- Minimum Value:** \$544,051.00
- Contract Type:** Firm Fixed Price
- Acquisition Strategy:** Set-aside - Total Small Business
- Agency:** Department of the Interior
- Award Status:** Awarded
- Type of Awardee:** Total Small Business
- Maximum Value:** \$544,051.00
- NAICS Code:** 236220
- Estimated Award Date (FY-QTR):** 2017-3rd

Annotations with red arrows point to the search input field (labeled 'Search by NAICS Codes'), the filter sidebar (labeled 'Filter Options'), the 'View Details' button (labeled 'View Details'), and the 'Results to CSV' button (labeled 'Download to Excel').

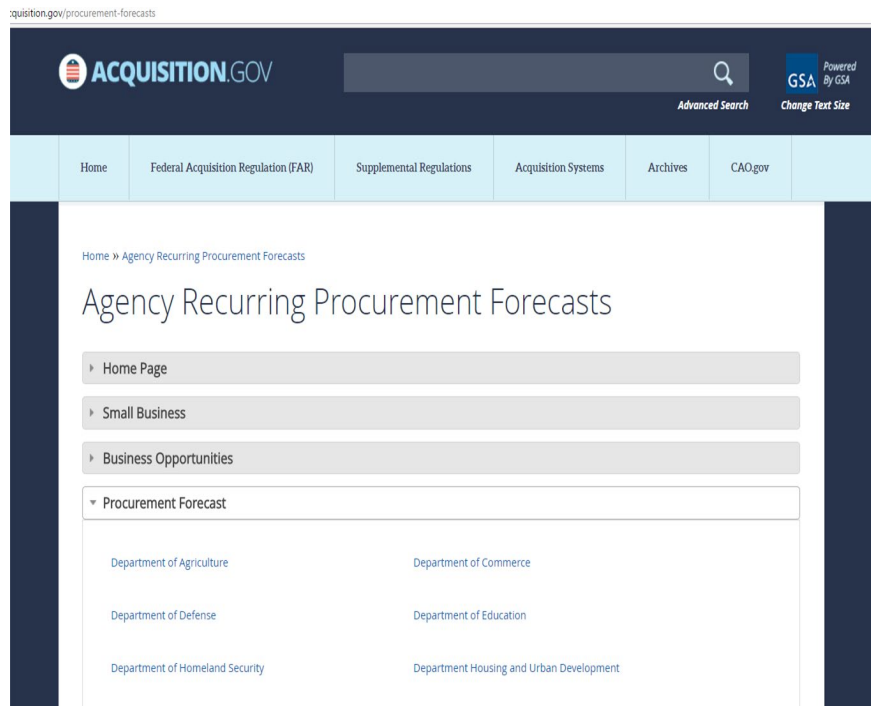
Forecast of Contracting Opportunities

GAO CONSOLIDATION PROJECT

Listing ID: 7374
Description: Construction Tenant Improvement / Consolidation
Agency: General Services Administration
Organization: PBS-Public Buildings Service
Region: 09-Pacific Rim Region
Award Status: Acquisition Planning
Place of Performance: Oakland, CA
Type of Awardee: 8(a) (Part of Small Disadvantaged Business),To Be Determined
Contract Type: Firm Fixed Price
NAICS Code: 236220
Acquisition Strategy: Sole Source 8(a) Program (Part of Small Disadvantaged Business)
Procurement Method:
Competition Strategy:
Estimated Value: >= \$1,000,000.00 < \$5,000,000.00
Delivery Order Value:
Current Fiscal Year Projected Obligation:
Incumbent Contractor Name:
Contract Order Number:
New Requirement or Exercise of Option or Re compete: New Requirement
Estimated Award Fiscal Year and Quarter: 2018-1st
Link to Solicitation in FedBizOpps:
Estimated Solicitation Date:
Point of Contact Name: Nikolaos Mitsiopoulos
Point of Contact Email: nikolaos.mitsiopoulos@gsa.gov
Small Business Technical Advisor: Pamela Smith-Cressel
Additional Information:
Last Modified Date: 2017-06-30 12:50:55

Other Agency Forecasts

Forecast Listings for Federal Agencies



Background:

- Visit GSA's Acquisition Portal to view other agency forecasts.
- Provides insight to forecasted procurements outside of GSA and the Department of Interior.
- Great way to view what other opportunities are forthcoming.

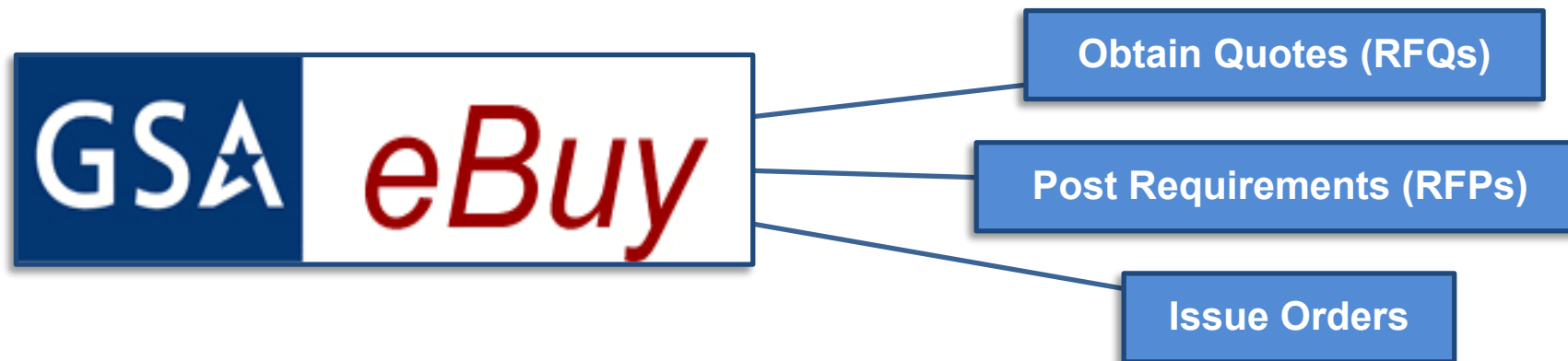
For more details visit: <https://www.acquisition.gov/procurement-forecasts>



GSA MULTIPLE AWARD SCHEDULES (MAS)

What is GSA e-Buy?

- GSA e-Buy is an online RFQ System that allows ordering organizations to post a Request for Information (RFI), Request for Quote (RFQ), and Request for Proposal notice via email to all sellers in the specified category.
- GSA e-Buy streamlines the ordering process by allowing RFQs and Responses to be exchanged electronically between Federal agencies and GSA contract holders.



www.eBuy.gsa.gov



Does GSA Buy What I Sell?

- **PRODUCTS:**

- * Hospitality, Cleaning, & Chemicals * Office Solutions * Lighting
- * Laboratory, Scientific, & Medical * Tools, Hardware & Machinery
- * IT Solutions & Electronics * Security * Recreation & Apparel
- * Buildings & Industrial * Vehicles & Watercraft * Furniture & Furnishings

- **SERVICES:**

- * Environmental * Moving Services * Staffing * Transportation
- * Information Technology * Law Enforcement Equipment
- * Professional Training * Telecom & Network Services * Janitorial
- * Emergency Preparedness & Response Equipment * Landscape
- * Interior Design

For a more comprehensive list, visit www.elibrary.gsa.gov

Who Are GSA's Customers?



What is a GSA Schedule?

- GSA Schedule Contracts, also known as GSA Schedules or Federal Supply Schedules, are indefinite delivery, indefinite quantity (IDIQ), long-term contracts under the General Services Administration's Multiple Award Schedules (MAS) Program.
- GSA establishes long-term government-wide contracts with commercial companies to provide access for government agencies to millions of commercial products and services at volume discount pricing.
- GSA Schedules provide fast, flexible, cost-effective procurement solutions that allow customer agencies to meet acquisition challenges, while achieving their missions. The MAS Value Proposition highlights the benefits customers experience when using GSA Schedules:
 - ✓ Realize cost savings;
 - ✓ Experience flexibility and choice;
 - ✓ Save time;
 - ✓ Achieve transparency; and
 - ✓ Control the procurement

The 12-MAS Categories

IT

**Professional
Services**

**Industrial
Products &
Services**

Transportation

Travel

Human Capital

Office MGMT

Furniture

Facilities

**Scientific
MGMT**

Security

Miscellaneous

Things to Consider:

Minimum Qualifying Sales:

- You must generate at least \$25,000 in sales within the first 2 years of your GSA Schedule contract and at least \$25,000 each year thereafter.
- The average time it takes to secure a contract is between 18-24 months (according to the SBA).
- The government may cancel your schedule contract in accordance with clause 552.238-73, for failure to meet minimum sales criteria, specified above.

Market Research & Marketing

- Market research and marketing your GSA Schedule contract is critical to your success!



Required Training

Pathways to Success

- Guidance on GSA's Multiple Award Schedule contracts.
- Guidance on how to be a successful vendor, process requirements, and guidance on the offer process.
- **Completed within 1 year of application**
- Visit the GSA Roadmap to take the course

Readiness Assessment

- Mandatory process that walks you through questions that help you determine if pursuing a GSA Schedule is the right business decision for your company.
- **Completed within 1 year of application**
- Visit the GSA Roadmap to take the course

gsa.gov/masroadmap

Identify the Appropriate Large and Subcategory

The screenshot displays the GSA eLibrary homepage. At the top, there is a navigation bar with links for Home, eBuy - quotes, GSA Advantage - online shopping, and Help. Below this is a search bar with a dropdown menu set to "all the words" and a "Search" button. A red circle highlights the search bar, with a red arrow pointing to a text box that reads: "You can use the search box by submitting terms that relate to your product or service".

On the right side of the page, there is a "Quick Search" section with a dropdown menu. A red circle highlights this dropdown, with a red arrow pointing to a text box that reads: "If you know the Schedule you want to apply to, you can select it from the quick search box".

The main content area includes a "Category Guide" with various product and service categories, a "News" section, and a "Get Quotes" section. There is also an "Additional Information" section with links for Customers and Contractors.

At the bottom of the page, there is a Windows taskbar with various application icons and a system tray showing the time as 10:46 AM on 10/3/2019.

You can use the search box by submitting terms that relate to your product or service

If you know the Schedule you want to apply to, you can select it from the quick search box

Visit: <https://www.gsaelibrary.gsa.gov>



SMALL BUSINESS RESOURCES

USA Spending

- USA Spending is another tool that can be used for conducting marketing analysis. It is a government source for data on federal grants, contracts, loans, and other financial assistance.



A screenshot of the USA Spending Explorer website. The page has a dark header with the text "Spending Explorer". Below the header, the main content area features a light gray background with a mountain range image at the bottom. The central text reads "Explore the spending landscape." followed by "The Spending Explorer makes it easy to understand the big picture of federal spending." and a "Learn More" link. Below this are three dark gray cards, each with an icon and a "Start" button. The first card is for "Budget Function" (icon: list), the second for "Agency" (icon: building), and the third for "Object Class" (icon: grid). Each card includes a brief description of the data view. At the bottom of the page, there is a light blue footer with a "Stay in touch with us!" message and a "Sign Up" link.

For more details visit: www.usaspending.gov

SMALL BUSINESS RESOURCES

PROCUREMENT TECHNICAL ASSISTANCE CENTER (PTAC)

Training and counseling on marketing, financial, and contracting

<https://www.aptac-us.org/>

SMALL BUSINESS ADMINISTRATION (SBA)

- Procurement Center Representatives (PCRs) - <https://www.sba.gov/contracting/resources-small-businesses/pcr-directory>
- SBA Business Development Centers – <https://www.sba.gov/tools/local-assistance/sbdc>
- Get free and confidential mentoring by former CEOs through SCORE - <https://www.score.org>

SMALL BUSINESS RESOURCES (Cont.)

GSA Small Business Support

Name	Phone	Email	Region
Anthony Caruso Small Business Specialist	213-200-0946	Anthony.caruso@gsa.gov	CA, NV, AZ, HI
William (Bill) Strobel Small Business Specialist	816-926-3258	William.strobel@gsa.gov	IA, KS, MO, NE
Jerry Smith Small Business Specialist	617-565-8102	Jerry.d.smith@gsa.gov	CT, MA, ME, NH, RI, VT
Kimberly Hutchinson Small Business Specialist	312-353-1889	Kimberly.hutchinson@gsa.gov	IL, IN, MI, MN, OH, WI
Eric Rettig Small Business Specialist	303-462-5119	Eric.rettig@gsa.gov	CO, MT, ND, SD, UT, WY
Helena Koch Small Business Specialist	215-518-9778	Helena.koch@gsa.gov	DE, MD, NJ, PA, VA, WV
Albert Garza Small Business Specialist	817-978-2828	Albert.Garza@gsa.gov	AR, LA, NM, OK, TX
Major George, Jr. Small Business Specialist	404-215-6740	Major.george@gsa.gov	AL, FL, GA, KY, MS, NC, SC, TN

<https://www.gsa.gov/contactgroup/small-business-support>

Still Have Questions?

Assistance for Small Business

The Office of Small Business Utilization connects small businesses with people and resources to help them grow. We are your advocates and believe in "Small Business First." [Get to know us.](#)

Is GSA Right for You?

Before you begin the journey to become a GSA or federal vendor, make sure it's right for your small business.

Go to gsa.gov/osbu, then select "Get to Know Us."

Choose How to Sell to GSA

Decide what procurement programs best fit your company.

Office of Small Business Utilization (OSBU)

Mission: The GSA OSBU has nationwide responsibility for GSA's small business programs, and is the chief advocate for small and disadvantaged businesses. We promote increased access to GSA's nationwide procurement opportunities, and engage in activities that make it possible for the small business community to meet key contracting experts and to receive counseling on the federal procurement process.

GSA's Goal is to be a model for outstanding customer service in government and to fulfill technology.

Select Regional Small Business Support Contacts

- Section 8(a) Business Development Program
- Woman Owned Small Business (WOSB) Program
- Historically Underutilized Business Zone (HUBZone) Program
- Service-Disabled Veteran-owned Small Business Program (SDVOSB)
- Subcontracting Assistance Program

We collaborate across the agency and partner with many GSA offices including the following business lines:

- Federal Acquisition Service (FAS)
- Public Buildings Service (PBS)

Central Office:
1800 F Street NW
7th Floor, 3rd Wing (7300)
Washington, DC 20405
[Click below to filter and search for your local POC.](#)

- Submit Questions using our online form (LINK coming soon)
- Regional Small Business Support Contacts

FIND OSBU ON SOCIAL MEDIA

Get up-to-the minute news on OSBU happenings, training, and business opportunities!

SMALL BUSINESS GWAC CENTER NEWSLETTER

The Small Business GWAC Center's Newsletter, Small Business in Focus, has the latest information about the center and its governmentwide IT solutions acquisition contracts - 8(a) STARS II, VETS, and Alliant Small Business.

Choose your location for the OSBU POC.

Contact information for Small Business Support

This group provides access to GSA's nationwide procurement opportunities through outreach, training and counseling. They are advocates for small and disadvantaged businesses, including woman-owned, veteran-owned, service disabled veteran-owned and Hubzone firms.

[Back](#)

Filter by State or Region:
All Locations Go >

Name	Contact info	State or Region	Serves
Chasity Ash Procurement Analyst 401 W PEACHTREE ST NW ATLANTA, GA 30308-3510	Phone: (404) 215-6856 Cell: Email: chasity.ash@gsa.gov	AL, FL, GA, KY, MS, NC, SC, TN	o ALL Federal
Charles Aycock Procurement Analyst 301 7th Street SW Washington, DC 20024-0001	Phone: (202) 205-0251 Cell: Email: charles.aycock@gsa.gov	DC, MD, VA Washington, DC, Maryland (Montgomery and Prince George's counties), and Virginia (Arlington, Fairfax, Loudoun, and Prince William counties, and the cities of Alexandria and Fairfax).	o ALL Federal
Shannon Banks Supervisory Small Business Specialist 230 S Dearborn St CHICAGO, IL 60604-1505	Phone: (312) 353-1100 Fax: (312) 886-3827 Cell: (312) 405-4609 Email: shannon.banks@gsa.gov	IL, IN, MI, MN, OH, WI	o ALL Federal

Contact Our Regional Staff

Questions?