

Naval Facilities Engineering Command Southwest

Orange County S.A.M.E.

Preparing for Success!

November 19, 2009

Outline



- Who is NAVFAC Southwest?
- What does NAVFAC Southwest Buy?
- How to do business with NAVFAC Southwest –for 1st timers.
- Source Selection Process
- Evaluation Factors
- Mentor/Protégé Programs & Joint Ventures
- Proposal Do's and Don'ts
- Questions

Who is NAVFAC Southwest?



Naval Facilities Engineering Command, Southwest, headquartered in San Diego, CA, provides all base operating and maintenance services required to support Navy and Marine Corps Servicemen ashore throughout California, Arizona, New Mexico, Colorado, Utah, and Nevada.

What does NAVFAC Buy?



- **Construction (Capital Improvements)**
 - Remodel, Renovation, Repair, Tenant Improvement, and New Construction
- **Environmental**
 - Remediation, Studies, Hazardous Abatement, Planning, Preservation of Natural and Cultural Resources, preservation of endangered species (plants and animals)
- **Architectural/Engineering**
 - Planning, Studies, Design, RFP Preparation
- **Facility Services (Public Works)**
 - Base Operation, Base Maintenance, Energy Management, Utilities
- **Asset Management**
 - Planning, Real Estate, Easements, Asset Inventory

What NAVFAC Does NOT Buy



- IT Products / Services → SPAWAR
 - Products, Software, Hardware, Maintenance, etc

- Products of Any Kind → FISC
 - Construction Materials, Custodial Supplies, etc.

- Staffing Resources → FISC
 - Augmentation staffing

How to do Business with NAVFAC Southwest



- Determine North American Industrial Classification System (NAICS) codes that pertain to your business.
 - www.census.gov/epcd/www/naics.html
- Determine appropriate Small Business Socio–Economic Programs for which you qualify. Visit the SBA website.
- Register in the Central Contractor Registration (CCR). If already registered, make sure info is current.
 - www.ccr.gov
- Complete On–Line Representation and Certifications (ORCA)
 - www.bpn.gov

How to do Business with NAVFAC Southwest



- Monitor Solicitation Websites
 - <https://www.neco.navy.mil>
 - www.fedbizopps.gov or www.fbo.gov

- Know the Federal Acquisition Regulation (FAR) and Department of Defense FAR Supplement regulations
 - www.arnet.gov/far
 - <http://farsite.hill.af.mil/vfdfara.htm>

- Additional Resources
 - Small Business Administration (SBA) www.sba.gov
 - Procurement Technical Assistance Center (PTAC) www.dla.mil/db/procurem.htm

Using Federal Business Opportunities



WDWNYD015877 Unclassified

Opportunities - Federal Business Opportunities: Opportunities - Microsoft Internet Explorer provided by NMCI

File Edit View Favorites Tools Help

Back Forward Stop Refresh Home Search Favorites

Address <https://www.fbo.gov/index?s=opportunity&mode=list&tab=list> Go Links SnagIt

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Opportunities

RETURN TO MAIN

Opportunities List

Search Tip: Use the [Advanced](#) search can be conducted using

Keywords/SOL #:

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Opportunity	Agency/Office/Location	Type	Posted On
99--Pest Control Services N400800900761 99 -- Miscellaneous	Department of the Navy Naval Facilities Engineering Command NAVFAC Washington	Solicitation (Modified)	Mar 09, 2009
LARGE MULTIPLE AWARD CONSTRUCTION CONTRACT N4008009R0491 Y -- Construction of structures and facilities	Department of the Navy Naval Facilities Engineering Command NAVFAC Washington	Solicitation	Mar 06, 2009
C--RECOVERY- RENOVATIONS TO KING HALL GALLEY, UNITED STATES NAVAL ACADEMY, ANNAPOLIS, MARYLAND N4008009R0154	Department of the Navy Naval Facilities Engineering Command	Presolicitation (Modified)	Mar 06, 2009

Done Internet

start Deleted Items - ... homeport.navy... Thank you for yo... RE: Thank you f... Opportunities - F... Microsoft Office ... 12:27

Click on the solicitation.

Interested Vendors List

[Notice Details](#)
[Packages](#)
[Interested Vendors List](#)

Keywords:

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Last Name ▼	First Name ▼	Contractor ▼	Business Types	NAICS Codes
	AWBEFirm	GLOBAL WRAP LLC 218B RIBERIA ST SAINT AUGUSTINE FL 320845112 USA Email: marie@globalwrap.com Phone: 9048290808	Contracts and Grants, For-Profit Organization, Service Provider, Woman-Owned Business, Limited Liability Company	238990
		OMEGA COMMUNICATIONS IIC 801 CLANTON RD STE 102 CHARLOTTE NC 282171365 USA Email: stountain@omega-comm.com Phone: 704-665-9545 ext. 235 or ext. 22	Contracts, Minority-Owned business, Self-Certified Small Disadvantaged Business, For-Profit Organization, Service Provider, DoT Certified Disadvantaged Business Enterprise, Black American Owned	517110, 237130, 443120, 334310, 238210, 423430, 532490, 334419, 423620, 423690, 541512, 541513, 541618
Albanese	Donald	ACCREDITED TILE SOLUTIONS LLC 7004 SHEPPARD AVE MAYS LANDING NJ 083301059 USA Email: don@accreditedtile.com Phone: 6094764556	Contracts, For-Profit Organization, Service Provider, Veteran Owned Business, Limited Liability Company, Service Disabled Veteran Owned	236220, 238340, 327390, 327991, 561720
		EGSUE, IIC. 833 MILL RD STE 1	Contracts, For-Profit	

Federal versus State Small Business Programs



There are significant differences between Federal and State (CA) definitions for various small business socio-economic programs.

When applying for Federal work, make sure you understand and use the FEDERAL small business definitions.

SBE, DVBE, WBE etc. are STATE designations.

Source Selection Process



- Acquisition Planning
- Set-Aside Determination
- Solicitation
 - Scope of Work
 - Contract Requirements (FAR Clauses, admin reqmts)
 - Evaluation Factors
 - Proposal Submission Requirements
- Best Value Source Selection / Two Phase
- We can only evaluate your proposal against the solicitation requirements. Your technical proposal is not compared to other proposals.

Source Selection



- **Source Selection Evaluation Board(s)**
 - Governed by rules described in the Solicitation
 - Evaluates each proposal compared to stated evaluation criteria
 - Trade Off analysis – Best Value
 - Provides rating for each proposal – definitions in solicitation
 - Substance more important than “pretty”
 - Can you follow instructions
 - Is your proposal concise and to the point
 - Does your proposal demonstrate your capabilities to their fullest
- **Source Selection Evaluation Report**
 - Rates each proposal relative to how well it addressed each of the evaluation factors.
 - Recommends award and provides supporting rationale.

Evaluation Factors



- **Past Performance / Technical Experience**
 - Technical Experience describes WHAT you have done in the past
 - Past Performance describes HOW WELL you have done it.
 - Similar to scope of work on contract

- **Proposed Technical Solution (Design/Build)**
 - Innovation, Feasibility, Risk, In line with solicitation, Cost?

- **Management Team / Org Structure**
 - Joint Ventures
 - Organizational Chart – who is responsible for what
 - Resumes for key individuals on team

Evaluation Factors (2)



- **Small Business Utilization**
 - Policies, procedures, practices in place and used
 - Historical performance
 - Outreach, education, assistance, etc. for SB
 - Goal commitment on instant solicitation/contract

- **Safety**
 - Safety Record – historical data, loss time reports, EMRs, OSHA reports, etc.
 - Policies and procedures in place and followed.

- **Price**

Mentor/Protégé Programs



- Under the SBA Mentor–Protégé Program
 - Mentor is any size business (including graduated 8(a))
 - Protégé is 8(a)
 - Limit one protégé per industry
 - SB set aside → MP can Joint Venture as SB
 - 8(a) set aside → MP can Joint Venture as 8(a)
 - **Joint Venture Agreement must be approved by SBA**
 - Unrestricted Procurements → MP can Joint Venture as SB
 - Maximum of three Joint Ventures JVs in two–year period

- Under DoD Mentor–Protégé Program
 - Mentor is a LB with existing SB Subcontracting Plan
 - Protégé can be any kind of SB, HBCU/MI, AbilityOne, or ANC
 - Credit or Reimbursement
 - No Joint Ventures – Prime/Sub only

Other Joint Ventures



- **SB Set-Aside**
 - All firms in JV must be small in the NAICS code associated with the work.

- **8(a) Set-Aside**
 - All firms in JV are small in NAICS; at least one is 8(a)

- **SDVOSB Set-Aside**
 - All firms in JV are small in NAICS; at least one is SDVOSB

- **HUBZone Set-Aside**
 - All firms in JV are small in NAICS
 - **ALL FIRMS IN JV ARE HUBZONE FIRMS**

Proposal Do's and Don'ts



- #1 Rule of responding to a solicitation
READ ENTIRE SOLICITATION!!!!
- **Don't** just read the specification section and proposal submission requirements
- **Don't** neglect any portion of the submission requirements or questions. Make sure you respond to each component of a multi-part question or requirement.
- **Don't** assume the review board can “read between the lines”. We won't.
- **Don't** get creative with format and organization of proposal.

Proposal Do's and Don'ts (2)



- **DO** look up and read the FAR/DFARS/and other administrative contract requirements. Make sure you understand them.
- **DO** follow instructions to the letter.
 - Project date ranges, similarity to scope, dollar thresholds,
 - Page limitations, front/back, single/double spaced, font.
- **DO** pay attention to detail
 - PROOF READ your entire proposal – one person not on team
 - **Korect spelin an gramatical erers.**
 - Make sure POC and Reference information is current and ACCURATE.
- **DO** make sure you get it in ON TIME
 - FedEx, FAX, email, snail mail – what is allowed and what is not.

Questions?



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