



# DENVER SERVICE CENTER

- **National Park Service  
Project Management Office**
- **Design, Construction, Planning,  
Contracting**
- **Nationwide**



# ADVANCE ACQUISITION PLAN

- **Office of Small and Disadvantaged Business Utilization (OSDBU) Website:**  
**<https://www.doi.gov/pmb/osdbu/forecast>**
- **All Department of the Interior Bureaus**
- **Submitted in September of prior Fiscal Year**



# SMALL BUSINESS GOALS

## National Park Service Fiscal Year 2019

SIZE & SOCIO-ECONOMIC STATUS	GOAL
Small Business	55%
Small Disadvantaged Business (SDB)	5%
8(a) Program	NA
Service-Disabled, Veteran-Owned (SDVOSB)	3%
Women-Owned	5%
HUBZone	3%



# Denver Service Center PROCESS

- **Market Research**
- **Solicitation**
- **Administration**



# MARKET RESEARCH

- **FIRST NOTIFICATION** of upcoming project
- **INPUT** in potential set-aside
- **Emails from Rosemary OR Federal Business Opportunities (FBO) Sources Sought**
- **Respond APPROPRIATELY**
  - **General information**
  - **Within page limits**



# MARKET RESEARCH

- Takes 2 months
- Completed 6 months before solicitation
- National Park Service approves all acquisitions >\$250K
- Small Business Administration approves on Unrestricted Full & Open
- 8(a) – Search Letters or Self-Marketing



# SOLICITATION

- **COMPETITIVE - Best Value Tradeoff**
  - **TECHNICAL ABILITY**
    - Solicitation Sect L – Submittal
    - Solicitation Sect M – Evaluation
  - **PRICE**
    - Submit **BEST** price up front.
    - **DON'T BUY-IN**



# SOLICITATION

- **SOLE SOURCE 8(A)**
  - **External Review** of price proposals
  - **FAIR & REASONABLE PRICING**
    - **Competitive contractor Quotes**
    - **Compare to Market Rates**
    - **Clear price breakdown of bottom line**
      - **Direct Costs - Labor, Materials, Equipment, Subs,**
      - **Indirect Costs – Over Head and General & Administrative**



# SOLICITATION

- **% of self-performance on set-asides (similarly situated firms, labor only)**
- **HubZone Certifications**
- **Subcontracting Goals – minimum National Park Service requirements**
- **% of Total Contract Value (TCV)**



# ADMINISTRATION

- **CONGRATULATIONS - Be ready to go!**
- **Meet self-performance %s**  
(similarly situated firms, labor only)
- **Know your responsibilities**
- **MANAGE your project & project team**
- **Fair Pricing – with back-up on mods**
- **Communicate**



***Questions  
&  
Thank You!!***