



Doing Business with the USDA Forest Service

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Lake States Acquisition Team



- Area of Coverage – National Forests in Michigan and Wisconsin
- Contracting for Chequamegon-Nicolet, Ottawa, Hiawatha, Huron-Manistee NFs
- Zone Contracting Office in Rhinelander, WI



Types of Work Contracted

- Construction – culvert replacement, erosion control, dams, roads, campgrounds, buildings
- A&E (Architect & Engineering)
- Service – tree planting, timber stand improvement, timber marking, common stand exam, janitorial, opening maintenance, wildlife and fisheries projects.
- Check FBO

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First Steps – Paperwork!

- CCR (Central Contractor Registration)
 - www.ccr.gov
 - Requires a DUNS #
 - No cost involved
 - 30-45 minutes to complete
- ORCA (On-line Representations and Certifications Application)
 - www.bpn.gov/orca
 - No cost involved
 - 20-30 minutes to complete
- FBO (Federal Business Opportunities)
 - www.fbo.gov
 - Web site for Federal government procurement opportunities over \$25,000

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Solicitations -- What's the Process?

- Request for Proposals/Request for Quotations
 - Proposals
 - Government estimate exceeds \$100,000.00
 - Project is advertised for 30+ days (via FBO)
 - Quotes
 - Government estimate is between \$3,000.00 (\$2,000.00 for construction) and \$100,000.00
 - Projects estimated to exceed \$25,000.00 are advertised via FBO (10-30 days)
 - Projects estimated between \$3,000.00 and \$25,000.00 don't need to be advertised via FBO; Purchasing Agent may compete among 3 businesses

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More Than Just Price

- “Best Value” Award
 - Factors other than price are considered and evaluated for award
 - Past Performance
 - Experience
 - Capability
 - Relevant importance is stated in the solicitation
 - Respond to the evaluation criteria (experience and past performance questionnaire)

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Be Aware

- **Bonding Requirements**
 - Over \$100,000 requires payment and performance bonds as well as a bid guarantee
 - Construction over \$25,000 requires payment protection (typically a payment bond)
- **Labor Related Acts**
 - Davis-Bacon**
 - Applies to construction contracts over \$2,000
 - Sets minimum wages to be paid to various classes of laborers
 - Service Contract Act**
 - Applies to service contracts over \$2,500
 - Sets minimum wages to be paid

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Commonly Used Set-Aside Programs

- **8(A)**
 - Uses statutory authority to provide business development and federal contract support to small disadvantaged firms
 - Customers of this program are socially and economically disadvantaged small businesses
- **HubZone**
 - Encourages economic development in historically underutilized business zones (much of northern Wisconsin and Michigan's upper peninsula)
 - Customers of this program are small businesses located in historically underutilized business zones

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Service Disabled Veteran Owned Small Business (SDVOSB) Initiative

- *The Veterans Benefits Act of 2003* permits contracting officers to restrict competition to small business concerns owned and controlled by service-disabled veterans if the contracting officer has a reasonable expectation that two service-disabled owned small business concerns will submit offers and that award can be made at a fair market price.
- In addition, the law authorizes sole source awards to service-disabled veteran owned small business concerns under certain conditions.

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SDVOSB (Con't)

- For more information on the service-disabled or veteran-owned small business programs, contact the **SBA's Office of Federal Contract Assurance for Veteran Business Owners** at (202) 205- 7330, visit the website at **SBA's Office of Veterans Business Development**, at <http://www.sba.gov/vets> or visit the U.S. Department of Veteran Affairs website at <http://www.va.gov>.

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Interested in Doing Business?

- Do the necessary paperwork
 - DUNS
 - CCR
 - ORCA
- Get with SBA if 8(A)/Hubzone/SDVOSB Qualified
- Check out FBO (over \$25,000)
- Contact Forests for opportunities (less than \$25,000)

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Which way do I go?



Useful Links

- www.sba.gov
- www.dol.gov
- www.fbo.gov
- www.bpn.gov
- www.ccr.gov

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