

Office of Small and Disadvantaged Business Utilization (OSDBU)

> Presenter: Nickolas A. Demer Senior Procurement Analyst



U.S. Department of Energy — 12th Annual Small Business Conference & Expo May 10-12, 2011 - Kansas City, MO

Evolution of DOE

- Manhattan Project August 1941
- Atomic Energy Act of 1946
- Atomic Energy Act of 1954
- Energy Reorganization Act of 1974
- DOE was finally established October 1, 1977



DOE's Missions

- Energy Security Protection of high risk, high payoff RD&D of cleaner more affordable and reliable alternate energy sources, e.g. ARPA-E
- Nuclear Security National Nuclear Security Administration (NNSA) guards:
 - Military applications of nuclear energy
 - Military nuclear propulsion plants (i.e. nuclear submarines)
 - Nuclear Nonproliferation Detect, secure, and dispose of vulnerable nuclear weapons
- Environmental Responsibility Stop or reverse environmental damage caused by our legacy of nuclear warhead production
- Scientific Discovery and Innovation The Office of Science is the largest single supporter of research in the physical sciences



- OCRW^{*} (Civilian Radioactive Waste) manage and dispose of high level radioactive waste and spent nuclear fuel
- OE (Electricity Delivery and Energy Reliability) lead national efforts to modernize electric grid
- EIA (Energy Information Administration) publishes official energy statistics from Federal agencies (e.g. Forecasting, Energy Analysis, and End User Consumption Surveys)



 ARPA-E– (Advance Projects Projects Agency-Energy) – 43 research projects to increase America's competitiveness in:

(a) grid scale energy storage
(b) power electronics
(c) building efficiencies
(d) focuses on accelerating green technology





- 1. To date, ARPA-E has selected a total of 121 projects for \$363 million in funding, supporting research that can deliver breakthrough changes in how the U.S. generates stores, and utilizes energy.
- In total, projects selected and funded through ARPA-E are based in 30 states, with approximately 39% of projects led by universities, 33% by small businesses, 20% by large businesses, 5% by national labs, and 3% by non-profits.



- FE (Fossil Energy) provide research for clean, affordable fossil energy fuels
- LM (Legacy Management) manages DOE sites' post closure responsibilities and ensures the future protection of human health and environment
- NNSA* (National Nuclear Security Administration) ensures nuclear security by guarding the stockpile, nuclear non-proliferation, refurbishing warheads, computational analysis of nuclear warheads efficacy, and conversion of high enriched to low enriched Uranium for nuclear power plants



- NE* (Nuclear Energy) –promotes nuclear power as a resource capable of meeting the Nation's energy, environmental and national security needs
- IN (Intelligence) gathering and analysis of intelligence on nuclear weapons, R&D projects, and global energy issues
- CN (Counterintelligence) knowledge of activities designed to thwart, or obstruct our intelligence gathering
- EERE (Energy Efficiency & Renewable Energy) support research on alternate sources of energy that are clean, abundant, reliable, affordable, and renewable



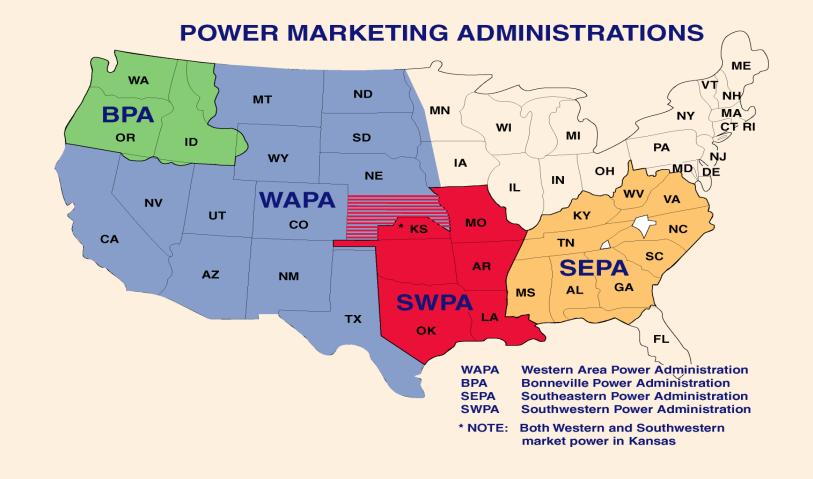
- EM (Environmental Management) Remediation: reversing or stopping environmental damage caused by our legacy of nuclear weapons productions and research
- SC^{*} (Science) single largest supporter of basic research in the physical sciences in the United States
- HS (Health, Safety, and Security) DOE's central organization developing an oversight policy for health, safety, environment, and security

Note: This program element is a Lead Program Secretarial Office (LPSO). LPSOs are responsible for facility management contractors (FMCs).



- Power Administrations Established in the early 1900s, sell excess electrical power produced at Federal water projects in order to repay the Government's investment in the projects
- 1. BPA Bonneville Power Administration headquartered in Portland, Oregon
- 2. SEPA Southeastern Power Administration headquartered in Elberton, Georgia
- 2. SWPA Southwestern Power Administration headquartered in Oklahoma
- 3. WAPA Western Area Power Administration headquartered in Colorado services a 15 state region of central and western U.S.







DOE's Business Model

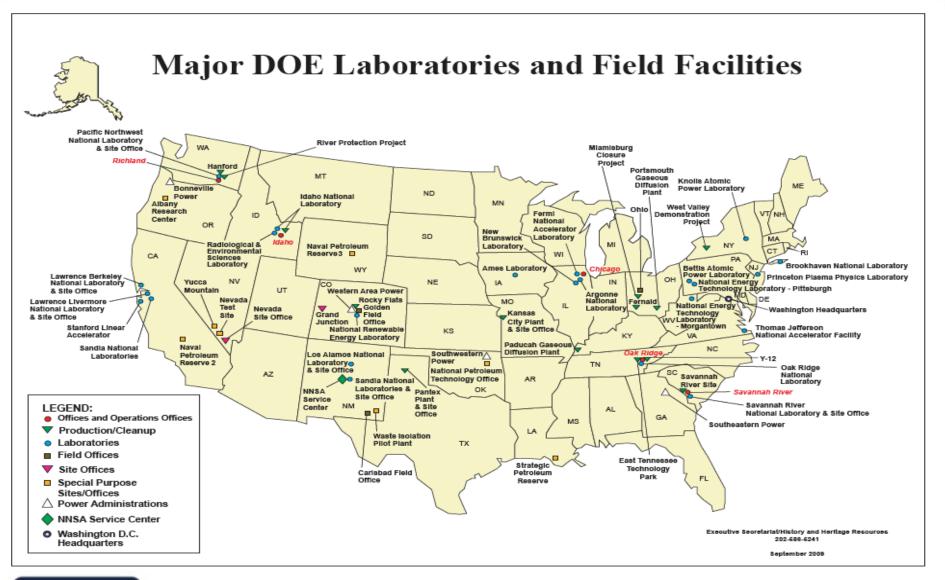
- DOE owns land and facilities, contractor employs research, development, and production personnel to achieve mission and manages facility.
- Limited Liability Corporations (LLC) Only responsibility is to manage and operate specific facility
- Performance-based, Award Fee, and Award Term
- DOE has 15,000 FTEs and 100,000 contractor workforce
- Approximately 40 FMCs, 16 of which are National Laboratories (NL)
- NLs are Federally Funded Research & Development Centers (FFRDCs).



DOE's Business Model

- Required to have a small business subcontracting plan
- Subcontracting plan goals are challenging
- We flow down small business prime contract solicitation methods flow to FMCs
 - → FMCs do not follow FAR when they subcontract
 - → Best commercial practices Cannot be protested
- Conduct a Mentor-Protégé Program







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What Does DOE Buy?

- The Department purchases a wide variety of goods and services:
- Construction
- R & D
- Management/Scientific
 Consulting
- Administrative Services

- IT and Data Processing
- Security
- Engineering
- Waste Treatment and Disposal





What Does DOE Buy?

- * 561210 Facilities Support Services
- # 541710 Research & Development in the Physical Engineering and Life Sciences
- * 562910 Remediation Services
- * 611310 Colleges, Universities, and Professional Schools
- * 234930 Industrial Non-building Structure Construction
- * 561110 Office Administrative Services
- * 562211 Hazardous Waste Treatment and Disposal
- * 561612 Security Guards and Patrol Services
- * 541519 Other Computer Related Services
- # 332313 Plate Work Manufacturing
- # 928120 International Affairs
- # 541990 All Other Professional Scientific and Technical Services
- * 541330 Engineering Services
- * 541611 Administrative Management and General Management



Consulting Services

What Does DOE Buy?

- * 236220 Commercial and Institutional Building Construction
- * 234990 All Other Heavy Construction
- * 325188 All Other Basic Inorganic Chemical Manufacturing
- * 541690 Other Scientific and Technical Consulting Services
- * 233310 Manufacturing and Industrial Building Construction
- * 541513 Computer Facilities Management Services
- * 213112 Support Activities for Oil and Gas Operations
- * 561990 All Other Support Services
- * 514210 Data Processing Services
- * 332710 Machine Shops
- → Check FPDS-NG NAICS Code Standard Report at: https://www.fpds.gov



Rules of Engagement

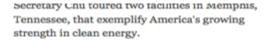
- Register with Central Contractor Register (CCR) <u>www.ccr.gov</u>
- Currently, you should register with DOE's e-Center for acquisitions under \$100,000 and Industry Interactive Procurement System (IIPS) for acceptions greater than \$100,000 – <u>http://e-center.doe.gov</u>
- <u>Cherce FedBizOpps: https://www.fbo.gov for synopsized</u>
 <u>acquisteens.</u>
- Register with FedConnect to view current business opportunities, receive solicitations, and submit proposals – <u>https://www.fedconnect.net/FedConnect/</u>
- Check out SBA's "Sub-Net": <u>http://web.sba.gov/subnet</u>. SubNet is equivalent of FedBizOps for subcontracting opportunities posted by primes.



Rules of Engagement

- Check out Federal spending websites at: <u>http://</u> <u>www.fedspending.org</u> and <u>http://www.usaspending.gov</u>.
 Search contract and FA spending from 2000-2010 and where your money goes.
- Go to DOE's website <u>www.energy.gov</u> and use the "white" search box in the upper right hand corner of page to find information about anything regarding DOE and its projects – i.e. type in "biomass" and see what you retrieve.
- From DOE's website <u>www.energy.gov</u>; scroll down the right side to "Energy Program Shortcuts" and select "Doing Business with DOE" <u>http://management.energy.gov/</u> <u>business_DOE.htm</u>.







Visit the Energy Blog



SECRETARY STEVEN CHU



I want to thank everyone who participated in today's online town hall. I enjoyed fielding your questions and interacting

with everyone in attendance. Stayed tuned to Energy.gov, as my staff will be following up on some of the questions we didn't get to on the Energy Blog in the coming days.

NEWS

Vice President Biden Announces Plan to Put One Million Advanced Technology Vehicles on the Road by 2015

January 26, 2011

Departments of Energy and Co Announce New Partnership to Furth Cooperation on Renewable Energy Modeling and Forecasting

January 24, 2011

Department of Energy Offere Eiret

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Choose One	\$
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Doing Business with DOE

- Link to the OSDBU Page <u>http://</u> <u>smallbusiness.doe.gov</u>
- DOE Business Forecast http://hqlnc.doe.gov/Forecast
- List of Contracting Offices --<u>http://management.energy.gov/procurement.htm</u>
- List of FMCs and their mission -- <u>http://</u> management.energy.gov/1159.htm





- FedBizOps search—<u>https://www.fbo.gov</u>
- Federal and DOE procurement regulations and guidance <u>http://management.energy.gov/policy_guidance/</u> <u>procurement_acquisition.htm</u>
- Financial Assistance (FA) <u>www.grants.gov</u>
- FA policy and guidance <u>http://management.energy.gov/policy_guidance/</u> <u>financial_assistance.htm</u>
- OMB Grants Guidance <u>http://www.whitehouse.gov/omb/</u> grants/grants_forms.html
- Federal Procurement Data System New Generation (FPDS-NG) <u>https://www.fpds.gov</u>
 - 1. Go to "ezSearch" for contract listings.



How Do I Get a Contract with DOE?

- Must clearly and convincingly demonstrate that you can fulfill the requirement in a cost effective manner
- Knowledge of what elements purchase engage with elements, field office and FMC Small Business Program Managers (SBPMs) – (Business Forecast, SBPM Directory, Energy Program Shortcuts, FPDS-NG, SBOT)
- Allow yourself sufficient time to prepare for the competition (1-2 years)
- Check Program Offices Budget Rollout



Budget Roll-Out

(Dollars in 1,000s)

Program Element	FY 2010 Current Appropriation	FY 2012 Cong. Budget Request	Delta 2012 vs. 2010
Energy Efficiency and Renewable Energy (EE)	\$2,216,392	\$3,200,053	+44.4%
Environmental Management (EM) Civilian Radioactive Waste Management	\$6,005,894 \$196,800	\$6,130,071 \$0	+2.1% -100%
NNSA Health, Safety and Security	\$9,873,640 \$443,882	\$11,782,930 \$456,482	+19.3% +2.8%
ARPA-E	0	\$650,011	+100%
Fossil Energy (FE)	\$938,520	\$520,707	-44.5%
Nuclear Energy (NE)	\$857,936	\$852,528	-0.6%
Electricity Delivery and Energy Reliability (OE)	\$168,484	\$237,717	+41.1%
Science (SC) Legacy Management	\$4,963,887 \$190,802	\$5,416,114 \$170,100	+9.1% -10.8%
Power Marketing Administrations Corporate Management	\$99,477 \$350,297	\$85,080 \$305,384	-14.5% -12.8%
All Others	\$119,662	-\$260,447	-117.7%
	\$26,425,673	\$29,546,730	+11.8%



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How Do I get a Contract with DOE?

- Intelligence gathering and doing your homework
 - Obtain a copy of current contract and/or former RFP
 - Use FOIA or federal procurement market intelligence services firms
 - Review Statement of Work (SOW) Section "C"
 - Key personnel past experience and past performance – Bench strength
 - If requirement is steep, consider teaming 13 CFR
 - 121.103 or SBA Mentor Protégé participation 13
 CFR 124.520 –

http://www.sba.gov/tools/index.html



How Do I get a Contract with DOE?

- Check the Section "M" Evaluation Criteria.
 - Prepare Business Development Plan Company's Ingenuity and Strategy to fulfill requirement
 - Preparation of winning proposal (Conformance to Section "L" of RFP). Proposal is the level playing field.
 - Accessibility is "key" Get on GSA Schedules or GWACs
 - Incumbents do not always win recompetition
 - Need help? Contact PTACs at

http://wingovcon.com/ptacs.htm or http://www.aptacus.org/new/





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ANNOUNCEMENTS

- Important Deadlines
- New in 2011
- Expo Visitor Passes
- Exhibitor/Sponsor Prospectus

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Welcome to The 12th Annual U.S. Department of Energy Small Business Conference & Expo!

The Department of Energy (DOE), Office of Small and Disadvantaged Business Utilization, is proud to present The 12th Annual DOE Small Business Conference & Expo, Kansas City, MO, May 10-12, 2011.

The event will feature plenaries, educational workshops, an Exhibit Hall with over 200 exhibitors/sponsors, as well as business matchmaking sessions. Over 1,600 attendees will represent all levels of federal, state, and local government agencies, the small business community, large/prime contractors, minority educational institutions, and many more!

The largest civilian contracting agency within the Federal government, DOE spent over \$25 billion in contracts in FY 2010. The 12th Annual DOE Small Business Conference & Expo is a great opportunity for Small Business owners, large companies, and universities alike to network and partner.

Small Business Outreach Tool (SBOT)



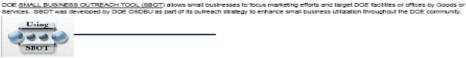
SMALL BUSINESS OUTREACH TOOL

SBOT MENU It is recommended that Users read the Using SBOT Section below PRIOR to navigating SBOT.

The U.S. Department of Energy (DOE) mission is to advance the national, economic, and energy security of the United States; to promote scientific and

technological innovation in support of that mission; and to ensure the environmental cleanup of the national nuclear weapons complex

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ABOUT DOE - history of DOE, it's business model, and list of DOE Program, Operations, & Staff Offices, Laboratories, Centers, & Facilities and Administrations (recommended for those new to DOE Community)

OSDEL - overview of the Office of Small Business Utilization and links to Small Business Program Information & materials.

HOW DOE BUYS - summary of DOE business model and buying process (recommended for those new to DOE Community)

MARKETING DOE - overview of the major North American Industrial Classification System (NAIC8) sectors. Users select a NAIC8 sector to review the Industrial segments within that sector. Users can then generate a breakoul, which is a list of DDE facilities or offices that procure the corresponding goods or services.

LOCATION MAP - a nationwide map of DOE locations by State. By selecting a State, a list of DOE facilities and Offices are displayed, from which Users can select a specific facility or office or gnerate a breakout for the selected State.

OPPORTUNTIES: a breakout of what DOE: buys by facility, categorized as Recurring or As Needed. The breakouts define opportunities for Small Businesses. The Master Opportunities breakout/shown as Opportunities on the SBOT MENU is a large file 110+ pages in Adobe pat/.) Smaller Breakouts for Individual States or NAICS Sectors can be found through the <u>Marketing DDE</u> <u>in Looping</u> pages.

ABOUT YOU - a voluntary information request about your business (Adobe.pdf).

SBOT FEEDBACK - for submitting comments or recommendations about SBOT (Adobe pdf)

DOE FORECAST - List of potential DOE requirements, including prime and subcontracting

NNSA FORECAST - List of potential NNSA requirements, including prime and subcontracting

<u>SBIR / STTR</u> - Small Business Innovation Research (SBIR) and Small Business Technology Transfer (STTR) are U.S. Government programs in which federal agencies with large research and development (RBO) budgets set askie a small fraction of their funding for competitions among small businesses only. Small businesses that win awards in these programs keep the rights to any technology developed and are encouraged to commercialize the technology /

ENERGY.GOV - Link to DOE Home Page.

SITE INDEX - a listing of all website pages.



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Energy's Road Bumps

- Security requirements "Q" Clearance DOE M 470.4-5 http://www.hhs.energy.gov/SecPolicy/ss faqs archives.htm
 - Diana Samuelson, Small Business Program Manager Phone: (301) 903-5117
 - E-Mail: diana.samuelson@hq.doe.gov
- Patent Infringement and Obtaining Licenses
- Bonds (FAR 28.101), SBA Bond Guarantee Program Bid Bonds, Performance Bonds, and Payment Bonds – <u>http://www.sba.gov/aboutsba/sbaprograms/osg/</u> OSG HOWTOAPPLY SBOND GUARANTEE.html
- Contact Surety Bond Producer Firms Construction

Bonds, Inc., Herndon, VA 20170, 703-934-1000



Energy's Road Bumps

- Foreign Affiliations Foreign Ownerships, Control or Influence (FOCI) – under risk to Defense and National Security resulting from FOCI. Contact Nick McNulty, 301-903-5287, <u>nick.mcnulty@hq.doe.gov</u>.
- Compliance with safety inspections to ensure adequate protection to workers, public, and environment (Ref. 10 CFC 851, DOE Order 440.1A, Acquisition Letter 2007-04, O 442.1) – http://www.energy.gov/ safetyhealth/facilitsafety.htm
 - → Kathy McCarty
 - 301-903-8812
 - Kathy.mccarty@hq.doe.gov
- Environmental Hazards and Site Access Radiation http://www.em.doe.gov/Pages/Safety.aspx



- G.5 Security Clearance Requirement
- All employees shall possess "Q" access authorization
- Contractor shall ensure that all documents under this contract are protected from unauthorized use and mishandling.
- Controlled must be stored in a government approved container.
- The contractor shall not provide any documents ... to unauthorized sources.



- G.5 Security Clearance Requirement
 - 1. <u>Personnel</u> Security Requirements
- The contractor must notify the COR of any changes in personnel assignments 30 days prior to making any personnel changes (with exception of key personnel) where security clearances are required.
 - 2. Personnel Security Clearance Clause
- All contractor are required to have a "Q" access authorization clearance.



- Requests for access authorization shall not be submitted until after contract award and a favorable FOCI determination.
- The contractor shall submit requests for "Q" security clearances in accordance with DOE procedures (DOE M 470. 4-5).
- A minimum of 6 to 18 months shall be allowed for the Department to receive, process, and respond to any request for a new or upgraded clearance. An active Top Secret or other Single Scope Background Investigation (SSBI) provided that the SSBI is less than 5-years old, to request a clearance on an accelerated basis. However, during security clearance processing, any personnel that do not possess clearance shall not work under the contract.



- Need a justification for getting a "Q" Clearance. This is a contract award.
- Note that the requirements of G.5 mandate a "Q" Clearances to handle "Q" sensitive information. Therefore, if G.5 estimated 6 to 18 months to get a clearance from start to finish, it may impact you from getting an award.
- Recommend that you find "TS" cleared personnel from DoD to be part of your direct labor team at the time you are proposing for the RFP. DOE can perform reciprocity (ref. DOE M 470.4-5, section II-2) with DOD if you have a "TS" clearance.



- Note well, if you're already being investigated by another agency for clearance, DOE will not submit paperwork for "Q" or other clearances.
- Reciprocity process can take 24 hours.
- For all practical purposes, "Q" clearances are not issued on an interim basis.
- Forms needed,(ref. DOE M470.4-5, II-1)
- Work closely with COR and or program element's HSO for forms
- SF 86, Questionnaire for National Security Positions



- FD 258, Fingerprint card required if provided in a previous clearance investigation
- DOE F 5631.18 Security Acknowledgement
- DOE F 472.1, Credit Release
- "Q" Level is an SSBI, every 5 years
- "L" level is SBI, every 10 years



- References:
 - DOE Order DOE M 470.4-5, Personnel Security: (www.directives.doe.gov)
 - White House Adjudicative Guidelines: (http://www.fas.org/sgp/isoo/guidelines.html)
 - Executive Order (E.O.) #12968, Access to Classified Information, (<u>http://www.fas.org/sgp/clinton/eol12968.html</u>)
 - 10 CFR §710, Criteria and Procedures for Determining Eligibility for Access to Classified Matter or Nuclear Material: Electronic Code of Federal Regulations (e-CFR) <u>http://ecfr.gpoaccess.gov/</u>
 - In particular, refer to 10 CFR §710.8, Criteria.



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http://www.management.energy/business_doe/hq_services.htm

→ DOE Headquarters Services – Doing Business with Headquarters

http://www.netl.doe.gov/business/usp/unsol.html

→ DOE's central focal point for all DOE Unsolicited Proposals is the National Energy Technology Laboratory (NETL).

https:www.fedconnect.net

→ FedConnect is an online marketplace where federal agencies post opportunities and make awards via the web. Any vendor can view public postings without registering.



https://www.fbo.gov

→ FedBizOpps is the single government point-of-entry (GPE) for Federal government procurement opportunities over \$25,000. Government buyers are able to publicize their business opportunities by posting information directly to FedBizOpps via the Internet. Through one portal, FBO.gov, commercial vendors seeking Federal markets for their products and services can search, monitor and retrieve opportunities solicited by the entire Federal contracting community.

http://fedgov.dnb.com/webform/pages/reqDuns_phone.jsp

→ Obtain a DUNS number. As described in the website, you may call (866) 705-5711 and obtain the number within 10 minutes!

http://www.ccr.gov

→ Central Contractor Registration (CCR) is the primary registrant for the U.S. Federal Government. CCR collect, validates, stores and disseminates data in support of agency acquisition missions.



http://www.wingovcon.com/ptacs.htm or http://www.aptac-us.org/new/

→ Procurement Technical Assistance Centers provide the business community with the most current and reliable information available to help any size businesses succeed as a government contractor.

http://www.sba.gov/idc/groups/public/documents/sba_homepage/ serv_sstd_tablepdf.pdf

→ SBA Size Standards matched to NAICS Codes.

http://www.directives.doe.gov

→ DOE Directives are official communications of policies, requirements and procedures.

http://www.arnet.gov

→ Acquisition Central is hosted by Integrated Acquisition Environment (AEI), the E-Gov Initiative that is streamlining the federal acquisition process.



https://www.fpds.gov

→ The Federal Procurement Data System Next Generation (FPDS-NG) contains data that the Federal Government uses to create recurring and special reports to the President, the Congress, the Government Accountability Office, Federal executive agencies and the general public.

http://smallbusiness.doe.gov

→ DOE is the largest civilian buying agency in the Federal Government, procuring over \$22 billion in goods and services annually.

http://www.sba.gov/tools/index.html

→ The SBA provides a wealth of information unique to small business through monthly chat events, electronic newsletters, podcasts and a myriad of business resources to support your business needs. Also, website for Laws and regulations including 13 CFR.



http://www.sba.gov/localresources/index.html

→ Business guidance and support to increase your odds of long-term success. Find counseling, training and business development specialists providing free and low-cost services in your area.

http://www.sba.gov/services/index.html

→ Features SBA-backed loans, government contracting opportunities, disaster assistance and training programs to help your business succeed.

http://www.sba.gov/smallbusinessplanner/index.html

→ The Small Business Planner includes information and resources that will help you at any stage of the business lifecycle.

http://www.science.gov

→ Searches over 38 databases and 1,950 selected websites, offering 200 million pages of authoritative <u>U.S. government science information</u>, including research and development results.



http://www.usa.gov/Business/Business_Gateway.shtml

→ USA.gov[™] is the U.S. government's official web portal.

http://www.recovery.gov

→ This website is the main vehicle to provide each and every citizen with the ability to monitor the progress of the recovery.

http://www.energy.gov/recovery

→ A comprehensive and extensive information center about DOE and the American Recovery and Reinvestment Act of 2009 (Recovery Act).

http://www.usaspending.gov and http://www.fedspending.org

→ Provides easy access to Government contract, grant and other award data.

http://www.vetbiz.gov/

 \rightarrow Is the portal for Veterans in Business.



http://www.rules.house.gov/111LegTest/111_hr1_text.pfd

→ H.R. 1 – The bill in regards to the American Recovery and Reinvestment Act of 2009.

http://www.approriations.senate.gov

→ Website for the U.S. Senate Committee on Appropriations.

http://www.finance.senate.gov/hearings/statements/012709mb.pdf

→ Website for the Committee on Finance – January 27, 2009 Open Executive Statement by Senator Max Baucus (D-MT) to consider the American Recovery and Reinvestment Act of 2009.

http://www.finance.senate.gov/hearings/statements/012709mb.pdf

→ Website for the U.S. Senate Committee on Finance – Information on Legislation

