

GENERAL PROCUREMENT INFORMATION U.S. COAST GUARD

The Coast Guard is an agency within the Department of Homeland Security (DHS). Coast Guard contracting offices are generally organized by function. The 6 primary procurement offices are: Aviation Logistics Center (ALC); Headquarters Command (CG-912); Command, Control, Communications, Computer and Information Technology (C4IT); Shore Infrastructure Logistics Center (SILC) Construction (Civil Engineering & Environmental); Shore Infrastructure Logistics Center (SILC) Base Support & Services (BSS); and the Surface Forces Logistics Center (SFLC) procurement groups. Field procurement offices are normally limited to purchases below \$150k and requirements above that level are done through these 6 larger, centralized procurement groups. Purchases below \$3,500 (known as micro-purchases) are handled by Government Purchase Card (P-Card) transactions at the local level.

General Information:

The Coast Guard has a site that has more information on doing business with us: <http://www.uscg.mil/acquisition/business/business.asp>. A listing of all the Coast Guard Small Business Specialists is found at: <http://www.uscg.mil/acquisition/business/smallbusinessrep.asp>

The Department of Homeland Security (DHS) contacting website is an excellent place to understand the procurement processes at DHS and its varied, and multiple agencies. <http://www.dhs.gov/get-started-dhs-contracting> and a listing of all DHS Small Business Specialists may be found at: <http://www.dhs.gov/small-business-specialists>.

Resources:**SYSTEM FOR AWARD MANAGEMENT (SAM):**

SAM provides a single data source for vendor, contract award, and reporting information and vendors must be registered in order to perform work on government contracts. Register (free) in the System for Award Management (SAM) at <https://www.sam.gov>.

OUTREACH SESSIONS:

DHS holds regular Small Business Vendor Outreach Sessions, primarily in the Washington D.C. area, but when funds are available they are also held at varying locations across the country.

Information & registration info: <http://www.dhs.gov/small-business-vendor-outreach-sessions>. Coast Guard and other agencies within the Department participate in these sessions.

SMALL BUSINESS EVENTS: We recommend vendors review the Small Business Events link on the Federal Business Opportunities site: <https://www.fbo.gov/index> (see the Search Small Business Events green tab on the right side of this main page to locate upcoming small business events, including industry days and other outreach events).

Finding Opportunities:

PROCUREMENT FORECASTS: You may search for specific requirements on the DHS Acquisition Planning Forecast System (APFS) database that lists forecasted, but not necessarily funded, procurements DHS-wide, to include services, commodities, and construction, in every contracting office throughout the DHS agencies. It's located at <http://apfs.dhs.gov>.

SOLICITATIONS: Federal solicitations over \$25,000 are posted on the Federal Business Opportunities website at: <http://www.fbo.gov/>. You can search for active solicitations there; each solicitation will provide instructions for submitting proposals for specific requirements. The User Guides on the right-hand side of the home page that has information specifically for vendors that will assist in navigating and registering on that site.

OTHER OPPORTUNITIES:

You may also search for additional government opportunities across the Federal government at:

<https://www.acquisition.gov/procurement-forecasts>.

SUBCONTRACTING OPPORTUNITIES: A listing of DHS large business Prime Contractors who are interested in subcontracting with small, minority, women-owned, HUB Zone-certified, 8(a), veteran-owned, and service-disabled, veteran-owned businesses may be found at: <http://www.dhs.gov/prime-contractors>.

SUB-NET: The Small Business Administration 'SUB-Net' is also a listing of subcontracting solicitations and opportunities posted by large prime contractors and other non-federal agencies. SUB-Net has been used by state and local governments, non-profit organizations, colleges and universities, to post solicitations and identify small businesses. See: <https://www.sba.gov/content/sub-net>

MULTIPLE-AWARD CONTRACT OPPORTUNITIES: The Department of Homeland Security (DHS) has established Strategic Sourcing initiatives for a variety of products and services. With limited exceptions, these DHS-wide strategic sourcing contract vehicles are mandatory for use by all DHS agencies. For additional information: <http://www.dhs.gov/department-wide-contract-vehicles>. To contact the Strategic Sourcing Program office regarding a Strategic Sourcing Vehicle or future initiative, please email SSPOInquiry@hq.dhs.gov. The following are just some of the current contracts that DHS has in place, but please check out the Strategic Sourcing link above for a listing of all contracts and to stay informed about upcoming requirements.

INFORMATION TECHNOLOGY (IT) AND TELECOMMUNICATIONS SERVICES AND COMMODITIES (FIRST SOURCE & EAGLE): First Source contracts include: hardware and software, networking equipment, wireless technology, imaging products, voice recognition technology, on-line data reporting services for order, delivery, warranty, asset, and spend tracking; and associated product maintenance, installation, and support. See: <http://www.dhs.gov/firstsource-ii>. The First Source contractor list contains contact information and contract numbers, see: <http://www.dhs.gov/publication/firstsource-ii-poc-info-and-e-mail-list>. This program also enables procurement offices to use all five of its small business set-aside authorities 8(a), Historically Underutilized Business Zone (HUB Zone), Service-Disabled-Veteran-Owned, Woman Owned and Small Businesses.

EAGLE II: Enterprise Acquisition Gateway for Leading Edge Solutions II (EAGLE II) is a multiple-award DHS-wide indefinite delivery indefinite quantity (IDIQ) contract designed as the preferred source of Information Technology (IT) support services. Eagle II has a five year base period and one two-year option year and has three Functional Categories. FC1- Service delivery, integration, development and operations & maintenance; FC2- IT program support services; and FC-3 Independent test, validation, verification and evaluation services. For more information: <http://www.dhs.gov/eagle-ii>

ENTERPRISE PRISM SUPPORT SERVICES: Includes operations and maintenance, financial management system integration, asset management system integration, help desk support, data migration, implementation, training, report writing, business consulting, custom user manuals, training manuals, quick reference guides, and IT security. See <http://www.dhs.gov/epi-support-svcs>.

MAINTENANCE, REPAIR, AND OPERATIONS (FSSI): Hardware (e.g. screws, ladders, welding equipment, lights, compressors, and generators), Tools and Tool Cabinets (e.g. hand tools, power tools, and storage specifically designed for tools), Paints, Adhesives and Sealants (e.g. paints, adhesives, sealants and stains). For more information: <http://www.dhs.gov/fssi-mro>

OFFICE SUPPLIES & FURNITURE: Office supplies, copies, printers, scanners and even office furniture are purchased through the office supply Blanket Purchase Agreements (BPAs) managed by the DHS under the FSSI Office Supplies Commodity Initiative. All DHS Components, Directorates, and Offices must utilize the FSSI Office Supply BPAs whenever most cost efficient with adequate consideration of the requirements of the Javits-Wagner-O'Day Act (Ability One). The BPAs are in three distinct pools providing both small and large businesses to the federal customer agencies. These are utilized to purchase office supplies through multiple mediums using a Government Purchase Card (GPC) or Purchases Orders (POs): GSA/DHS Advantage and the DOD E-Mall. For more information see the details at: <http://www.dhs.gov/furniture-bpa>, <http://www.dhs.gov/fssi-os3>, and <http://www.dhs.gov/fssi-pm-bpa>

JANITORIAL AND SANITATION SUPPLIES: DHS procures these supplies via agreements established by GSA. GSA recently established 18 blanket purchase agreements for a new strategic sourcing solution designed to help federal agencies purchase Janitorial and Sanitation (JanSan) supplies at discounted prices that are lower than standard government pricing. The JanSan solution supports the Federal Strategic Sourcing Initiative (FSSI). GSA has grouped JanSan products into four categories: Cleaning Compounds and Related Dispensers, Non-Motorized Cleaning Equipment and Trash Receptacles, Paper Products and Related Dispensers, and Motorized Floor Cleaning Equipment and Accessories. For additional information see: <http://www.dhs.gov/fssi-jansan>

MEDICAL SUPPLIES AND PPE: DHS has established multiple award medical supply Blanket Purchase Agreements (BPAs) for Medical Supplies and Personnel Protective Equipment to simplify purchasing of medical items at prices that leverage the purchase volume of the entire Department. For more see <http://www.dhs.gov/medical-supplies>. See also the PPE agreements at <http://www.dhs.gov/ppe>

TACTICAL COMMUNICATIONS EQUIPMENT: The Department of Homeland Security (DHS) has established a consolidated, department-wide contract vehicle to purchase tactical communication (TacCom) equipment and services. This DHS-wide contract vehicle is a multiple award, Indefinite Delivery Indefinite Quantity (IDIQ) contract. All DHS Components and partner agencies can place task/delivery orders against this IDIQ. All DHS components are required to utilize this DHS-wide contract vehicle whenever most cost efficient and meets mission requirements/needs. Period of Performance: One base year + 4 option years (3/26/2012 -3/25/2017). The performance period for task/delivery orders may extend up to 24 months beyond the expiration date of this contract.) This contract has five technical categories: Subscriber Base; Infrastructure; Infrastructure Services; Operations & Maintenance Services and Test Equipment. For more information on the DHS-wide TacCom contract vehicle: <http://www.dhs.gov/taccom-equipment-and-services-idiq>

TECHNICAL, ACQUISITION AND BUSINESS SUPPORT SERVICES (TABSS): TABSS is a DHS Department-wide, multiple-award IDIQ contract providing technical, acquisition and business support services. The support services to be acquired by the TABSS contract can be categorized into three domains: (DC1) Program Management, Engineering and Technology Support Services, (DC2) Business, Financial Management and Audit Support Services and (DC3) Contract Management Support Services. These domains comprise the professional services necessary to support a wide-range of Departmental Acquisition Lifecycle requirements, to include DHS component organizations as well as those more specific in meeting the programmatic needs of the Coast Guard Acquisition Directorate. The ceiling for the TABSS contract is \$11B over a period of 5-years from the date of award. All DHS Contracting Officers, including its Component Organizations, are authorized to use this vehicle. The Coast Guard serves as the Executive Agent for this contract. Additional TABSS information may be found at: <http://www.dhs.gov/tabss>

PROGRAM MANAGEMENT, ADMINISTRATIVE, CLERICAL AND TECHNICAL SERVICES (PACTS 2): PACTS has now expired, but look for PACTS 2 soon on the DHS strategic sourcing site. The original **PACTS was a 100% Service Disabled Veteran Owned Small Business (SDVOSB) set-aside**. The types of services provided under the PACTS program make up a significant portion of requirements currently being acquired through various procurement vehicles across the Department of Homeland Security (DHS). The following four Functional Categories (FCs) represent the types of non-IT services available under PACTS: FC1 Program Management, FC2 Administrative, FC3 Clerical and FC4 Technical.

In addition to DHS's multiple-award contracts, vendors may also consider getting on General Services Administration (GSA) Schedule for multiple-award contracts in a wide-variety of goods and services. GSA Federal Supply Schedules (FSS) are frequently used for a wide variety of services and products. If not currently on the GSA schedules, perhaps it is something to look into for future business. More information at: <http://www.gsa.gov/portal/category/26759>. Some examples of GSA multiple-award contracts include:

GENERAL SERVICES ADMINISTRATION (GSA) Information Technology: As an example of one GSA multiple-award contract, GSA has awarded 43 small businesses blanket purchase agreements (BPAs) to provide information technology (IT) commodities—including laptop, desktop, net-book, and notebook computers; data center equipment; tablets; video teleconference equipment; and mobile products. The BPAs, awarded through the agency's National Information Technology Commodity Program (NITCP), will offer savings off GSA's multiple award schedules, as well as customer-negotiated, volume, and on-the-spot/point-of-sale discounts. The NITCP also allows vendors to add new products within 24 hours using its streamlined processes. The contract currently has a one-year base and two one-year options. <http://www.gsa.gov/portal/content/155583>

GENERAL SERVICES ADMINISTRATION (GSA) Cyber Security: GSA, along with the Federal Acquisition Service (FAS), Assisted Acquisition Services (AAS), and Federal Systems Integration and Management Center (FEDSIM) offers the Department of Homeland Security (DHS) and all Federal Departments and Agencies (D/As), State, Local, Regional, and Tribal (SLRT) Governments access to a multiple-award Blanket Purchase Agreement (BPA) that offers Continuous Monitoring as a Service (CMaaS) related products, services and solutions with cumulative, stair step pricing discounts. These BPAs were established on behalf of the DHS Office of Cyber security and Communications (CS&C), Continuous Diagnostics and Mitigation (CDM) Program. The Continuous Diagnostics and Mitigation (CDM) is a multi-award, Schedule 70 blanket purchase agreement (BPA) with 17 vendors for various IT tools and services. The CDM BPA provides government programs with specialized information technology (IT) tools and continuous monitoring services to enhance cyber-security efforts. The CDM BPA includes 15 Tool Functional Areas and 11 Service Task Areas. The BPA is open to all Federal, State, Local, and Tribal governments and has a \$6 billion contract value over five years. See: <http://www.gsa.gov/portal/content/177883>. For all technical program questions contact: cdm.fnr@hq.dhs.gov. For all CDM acquisition-related questions contact: cdm@gsa.gov

GSA - ONE ACQUISITION SOLUTION FOR INTEGRATED SERVICES (OASIS)

OASIS and OASIS Small Business (SB) are multiple-award, Indefinite Delivery Indefinite Quantity (IDIQ) contracts that provide flexible and innovative solutions for complex professional services. The core disciplines of the contract includes: Program management services; Management consulting services; Logistics services; Engineering services; Scientific services; and Financial services. Services under OASIS span 28 NAICS codes and six (6) exceptions or 34 codes - exceptions in all. These 34 codes/exceptions are allocated among seven (7) NAICS code pools. OASIS has no program ceiling, a five-year base and one five-year option, and provides for long term planning for complex program requirements. For details on OASIS: <http://www.gsa.gov/portal/content/161379>.

OASIS contacts: Oasis@gsa.gov and OASIS-Small Business: OasisSB@gsa.gov

Other Tools:

SMALL BUSINESS ADMINISTRATION: The SBA is the best place for small businesses to start to find guidance and resources. Start at the main SBA page (<https://www.sba.gov/>) and locate your local office along with other helpful resources. SBA also posts the Contracting 101 Guide to help vendors navigate federal laws and regulations and programs that may impact them (see <https://www.sba.gov/category/navigation-structure/contracting>).

UNSOLICITED PROPOSALS: If you feel that your company has a product or service which may be of interest to the Coast Guard, you should monitor FedBizOpps.gov, where the government publishes its notices of procurements. This site provides a wealth of information about current government requirements and offers specific guidance that will allow you to submit bids or proposals to the respective agency offices. Before submitting any unsolicited proposal, you should carefully and objectively assess your product/service to ensure that it is, in fact, innovative and unique, and that it is not already commercially available to the government. [Part 15.6 of the Federal Acquisition Regulation \(FAR\)](#) provides specific criteria that must be met before an unsolicited proposal can be submitted. Once you have reviewed these requirements and made the determination you have a valid unsolicited proposal, you may find additional information and the submittal point of contact at: <http://www.uscg.mil/acquisition/business/unsolicited.asp>