Washington PTAC

Top Tips for Finding Government Solicitations

Presented by

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Washington PTAC Program

We offer assistance to small businesses who wish to sell to federal, state and local governments.

• Finding opportunities to bid
• Interpreting solicitations and regulations
• Certifications & registrations
• Marketing to government buyers
...and much more

We provide these services through:

• Workshops
• One-on-one Counseling Sessions
• Matchmaking events
• Optional Bid Match service *(fee-for service)*
Government Contracting Overview
Tip #1 - Start Asking Questions

• Who are you selling to?

• What are they buying?

• How do they buy it?
Tip #2 – Be you. Consistently.

- What story do your public profiles tell?
  - SAM – System for Award Management
  - DSBS – Dynamic Small Business Search
  - OMWBE/DBE Directory
  - Your Website
  - Capabilities Statements, 30 Second Intros, Other Marketing Material
  - Other
CAPABILITY STATEMENT

Washington PTAC Technical Assistance Center
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Website: www.WashingtonPTAC.org

CORE COMPETENCIES

We are a provider of one-on-one confidential evaluation and guidance services for small businesses who wish to contract with the government.

- 8(a) Applications
- Market Feasibility and Research
- Local government registrations
- SAM Registration Guidance
- HUBZone Certification
- State Procurement Assistance
- Proposal Reviews
- Strategy Development

PAST PERFORMANCE

Thurston Economic Development Council
Lacey, Washington
Length of Contract: 2010 – Present
Scope of Work: To provide assistance as needed to help clients navigate the government procurement process.

As the premiere go-to source for government procurement assistance in Washington State for over 14 years, we offer free services to small business owners.

Department of Defense
Washington DC
Length of Contract: 2003 – Present
Scope of Work: To provide assistance as needed to help clients navigate the government procurement process.

COMPANY DATA

The Washington Procurement Technical Center was founded in 2002, and has grown to include 8 locations.

PERTINENT CODES

DUNS: 1234567a
Tip #3 – Be Responsive

• No time to bid? Need more bonding? Use that “not this time” to build the relationship.

• Strong proposals win more work.
Are you registered in the right spots?

- Manage your Rosters well
- Are you receiving WEBS notices?
  - Are your commodity codes correct?
- Consider a bid-matching service
Build Relationships

Alliance Northwest, March 5, [www.alliancenorthwest.org](http://www.alliancenorthwest.org)

Regional Contracting Forum, April 8, [www.rcfwashington.org](http://www.rcfwashington.org)

Bridging Partnerships, April 8-9, [www.bridgingpartnerships.com](http://www.bridgingpartnerships.com)

Other events:

[www.washingtonptac.org/calendar](http://www.washingtonptac.org/calendar)

[https://omwbe.wa.gov/resources/calendar](https://omwbe.wa.gov/resources/calendar)

Most Local agencies – Supplier/Contractor Intro Events
Some networking etiquette

- Get familiar with the solicitation process *before* you reach out to contracting officers
- Do **not** ask questions about open solicitations
- Understand the vendor registration process BEFORE meeting with contracting officers or agency reps!
- Do **not** sell. **Inform.**