

# GUAM PROCUREMENT TECHNICAL ASSISTANCE CENTER (PTAC)

A Business Development Service from  
the Department of Defense and  
the University of Guam  
School of Business & Public Administration

# UOG SBPA and DoD

- The University of Guam School of Business & Public Administration as recipient of a Cost-Sharing Cooperative Agreement with the Department of Defense, Defense Logistics Agency, is the host of the Guam PTAC.
- One of 94 centers in 50 states + Puerto Rico

# PTAC's MISSION

- The PTACs' mission is to maximize the number of capable Guam companies participating in the government marketplace by...
  - providing businesses with an understanding of the requirements of government contracting and the marketing know-how they need to obtain and successfully perform on federal and GovGuam contracts
  - supporting government agencies in reaching and working with the suppliers they need.

# PTAC's GOALS

- To support overall national security by ensuring a broad base of capable suppliers for the defense industry and other agencies on Guam, enhancing competition and ensuring that government agencies realize the best value for their procurement dollars.
- To improve local economies by helping businesses successfully compete for government contracts, thereby creating and retaining jobs and bringing other economic benefits to Guam
- To support government agency efforts to meet their mandated small business goals for contracting dollars.

# PTAC SERVICES

- The services of the Guam PTAC are free to any existing commercial company with an active presence in Guam.
- Through its staff of experienced professionals and its resources, the Guam PTAC offers group training and one-on-one counseling sessions on a variety of topics...

# PTAC PARTNERS

Bank of Guam

Guam Economic Development Authority

Small Business Administration (SBA)

Small Business Development Center (SBDC)

NAVFAC Marianas

36 Contracting

Fleet Industrial Supply Center (FISC)

Department of Interior

Guam Department of Labor

GSA

# Menu of Services

- Completing federal and state registrations and certifications
- Understanding the language and basics of government contracting
- Identifying appropriate government buying offices
- Matching firms' products and/or services with open bids for proposals
- Identifying sub-contracting leads and opportunities
- Obtaining buying histories
- Developing and writing bids and proposals
- Providing post award assistance in areas such as production, quality systems requirements, finance, engineering and transportation.

# UNDERSTANDING THE LANGUAGES AND BASICS OF GOVERNMENT CONTRACTING

- **SOLICITATIONS:**

- Pre-Solicitation
- Solicitation
  - Request for Quotation
  - Invitation for Bid
  - Request for Proposal

- **REGULATIONS**

- Federal Acquisition Regulations (FAR)
- Defense Acquisition Regulations (DFAR)
- General Services Administration Regulations (GSAR)
- 5 GCA

# IDENTIFYING APPROPRIATE GOVERNMENT BUYING OFFICES

- NAVFAC
- 36 CONTRACTING
- GSA
- DLA
- NAVY EXCHANGE (NEX)
- ARMY AIRFORCE EXCHANGE SERVICE  
(AAFES)
- DEFENSE COMMISARY AGENCY

# IDENTIFYING APPROPRIATE GOVERNMENT BUYING OFFICES

- GSA (GovGuam)
- GWA
- GPA
- GEPA
- GIAA
- PORT AUTHORITY

# MATCHING A FIRMS PRODUCTS/SERVICES WITH OPEN BIDS OR PROPOSALS

- BID MATCHING
- MATCH MAKING EVENTS

# DEVELOPING AND WRITING BIDS/PROPOSALS

- Understanding Bid/Proposal requirements:
  - Cost Proposal
  - Technical Proposal
  - Past Performance
  - Packaging, Handling Storage & Transportation (PHS&T)
    - DoD Requirements
    - FAR Requirements

Emphasis on strengths and overcoming perceived weakness.

# POST AWARD CONTRACT PERFORMANCE

- Providing post award assistance in areas such as production, quality systems requirements, finance, engineering and transportation.
- Post award conferences
- Establish and maintain all avenues of communication.

# WHO IS ELIGIBLE?

Any business, located in Guam, may receive PTAC services provided it has a product, service, solution or process that has reasonable expectations of being procured under Federal or Local government contract.

# WORKING FOR GUAM JOBS

- During 2009, the Guam PTAC is expected to at least hold 800 counseling sessions with clients and sponsor at least 20 training and outreach events.
- Within 1 year, PTACs goal is to report the number of clients and dollars of contract & subcontract awards as a result of PTAC counseling
- Expected to support an increase in the number of job openings

# PTAC's ROI

These contract awards represent an increased number of suppliers for the Department of Defense and other government agencies, resulting in

- greater competition, increases the number of qualified small, woman-owned, veteran-owned contractors and others
- higher quality goods and services at lower costs, and
- a more prudent expenditure of taxpayer dollars.
- The increase of the return on investment of Guam taxpayer dollars to Guam businesses.

# PTAC as Economic Development

- The Procurement Technical Assistance Program will play a vital role in assuring the growth in sales by Guam businesses to the government thus supporting both the creation of high wage jobs and promoting further technology innovation.
- As a Workforce Development tool, the PTAC program is a pragmatic approach to helping Guam businesses build its capacity, transition to high wage jobs, and help make Guam a contributor to the defense industrial base of the future.

# 2009 Training Menu

Federal Contracting Forum

GSA Federal Schedules

SBA Small Business Certifications

Contract Management Certification

Cost Accounting Standards

Small Business Training

Defense Supply Centers

Opportunities in Government Sub-Contracting

Preparing a Proposal

FAR/DFARS clauses

Contract Negotiations

# The Guam PTAC Professionals

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University of Guam

- **Lester Lung, Procurement Counselor**

Bank of Guam Satellite Office

Inside the Bank of Guam –East West Business Center, Upper Tumon

- **Lourdes Leon Guerrero, Procurement Counselor**

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# Contact Us

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