

# How We Help Individuals Sell To Government

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## University of Houston Procurement Technical Assistance Center (UH PTAC)

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**Tim Scarborough, Program Advisor**

This Procurement Technical Assistance Center is funded in part through a cooperative agreement with the Defense Logistics Agency.

**Your Resource for Doing Business with Government**

## Program Information

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**Our center is part of the nationwide Procurement Technical Assistance Program (PTAP) to educate and guide individuals in selling to federal, state, and local government**

- ✓ **Department of Defense program**

**Funded by DoD and the state of TX through the University of Houston (Bauer College of Business Program) (UH PTAC since 1986)**

**At least one PTAC in every state – seven in TX**

- ✓ **Provide services based on principle location of your business**
- ✓ **To locate your PTAC visit: <https://www.aptac-us.org/> (and search by state)**

**Our team – four advisors, Program Coordinator, and Program Director**

# How we help you grow your business

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## Client-Advising Services

**No-Cost** education and guidance to individuals on federal, state, and local government procurement (*for-profit businesses only*)

*(Includes Small Business Innovation Research (SBIR) and Small Business Technology Transfer (STTR) contracts and grants)*

We primarily assist with contracts, SBIR/STTR is an exception for grant assistance

We require an online application before we can meet with you

## Training

**No-Cost** webinars and workshops - (*variety of government procurement subjects*)

Application not required – anyone can register to attend

# Client-advising services provided

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**Registrations** (*SAM, SBA DSBS, CMBL etc.*)

**Certifications** (*SBA 8(a), HUBZone, ED/WOSB, SD/VOSB, MBE, WBE, SBE, PDBE*)

**Locating Opportunities** (*Where to Find Solicitations*)

**Market Research** (*How and Who to Market Your Business*)

**Solicitation Review** (*Bid / No Bid Decision, How to Prepare Your Offer*)

**Quote / Bid / Proposal Review** (*Review for Solicitation Compliance*)

**Contract Pricing** (*How to Develop a Contract Price*)

**...and more**

## How do we put it all together for you

### Our program – The Three R's of Government Contracting

#### Register

*Required for most government agencies*

*Apply for certifications*



#### Research

*Knowing where to locate the opportunities*

*(SAM.gov, ESBD, etc.)*

*Developing a Government Marketing Plan*

#### Respond

*How to submit a compliant offer*

#### Benefits

- ✓ Applies to federal, state, & local government
- ✓ You can start at any step based on your experience



Our goal is to have individuals receiving opportunity notices within two – three meetings!

## Program Eligibility

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**Must be a legally-formed for-profit business (SP, LLC, Corp, Partnership)**

**Your TX Comptroller Franchise Tax status must be active**

**Your principal place of business must be in our service area**

*32 counties surrounding Houston – Visit [www.ptac.uh.edu](http://www.ptac.uh.edu) to see the list of counties*

**Must sell a good or service that is purchased by government**

**Have a minimum of \$10,000 in sales within the last two years**

*Exception to minimum sales: Individuals pursuing active SBIR / STTR solicitations ([www.sbir.gov](http://www.sbir.gov)) **and** individuals whose principal business address is in a Historically Underutilized Business Zone (HUBZone). Visit (<https://maps.certify.sba.gov/hubzone/map>) and enter your business address to determine if you are in a HUBZone.*

## How to Become a UH PTAC Client

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Visit [www.ptac.uh.edu](http://www.ptac.uh.edu)

*Select the “Application” link to complete the online application*

An advisor will contact you to schedule an initial meeting



# Questions

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**Your Resource for Doing Business with Government**



## Follow us on Facebook



**Follow us on Facebook!** The UH PTAC Facebook page is the place for you to keep up on what's going on in government procurement. We will post:

- ✓ Opportunities
- ✓ Upcoming workshops and events

Please feel free to share our Facebook page with any of your friends and colleagues.

**Search for “UH PTAC” on Facebook**

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A blue ballpoint pen is shown writing the words 'Thank you!' in a black, cursive script on a white, slightly textured surface. The pen is positioned at the end of the phrase, with its tip touching the final exclamation mark.

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