

US Army Corps  
of Engineers  
Fort Worth District



# U.S. ARMY CORPS OF ENGINEERS FORT WORTH DISTRICT

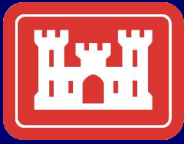
## GETTING STARTED WITH THE GOVERNMENT AND SBA PROFILE ENHANCEMENT

Presented by:  
Melea Crouse

Deputy for Small Business Programs

July 27, 2006

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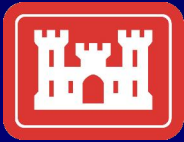
# GETTING STARTED



US Army Corps  
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**In seeking procurement opportunities with the U.S. Army Corps of Engineers, Fort Worth District, the following items need to be complete:**

- ❖ **Basic Government Requirements**
- ❖ **Keep Your SBA Profile Current**

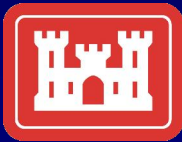


# GETTING STARTED



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- ❖ Obtain a D-U-N-S (Data Universal Numbering System) Number  
<https://eupdate.dnb.com/requestoptions/government/ccrreg/>
- ❖ Obtain a CAGE (Commercial and Government Entity) Code  
<http://www.dlis.dla.mil/cageserv.asp>
- ❖ Identify your product or service through NAICS (North American Industry Classification System)  
[www.census.gov/epcd/www/naics.html](http://www.census.gov/epcd/www/naics.html)
- ❖ Business Partner Network - <http://www.bpn.gov/>
  - ❖ Central Contractor Registration - <http://www.ccr.gov/>
  - ❖ ORCA (On-Line Representations and Certifications Application) - <http://orca.bpn.gov/>
- ❖ Dynamic Small Business Search (*formerly Pro-net*)  
[http://dsbs.sba.gov/dsbs/dsp\\_dsbs.cfm](http://dsbs.sba.gov/dsbs/dsp_dsbs.cfm)



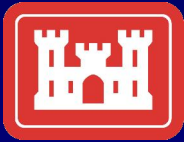
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# SBA PROFILE ENHANCEMENT



## CCR WEBPAGE

**Dynamic Small  
Business  
Search**



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# SBA PROFILE ENHANCEMENT



Keeping Your Profile Current  
Identification, Location, & Contacts

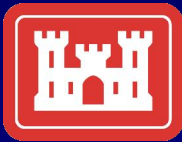
<b>This profile was last updated:</b>
Name of Firm:
Trade Name ("Doing Business As ..."):
Main office or branch office?:
Address, line 1:
Address, line 2:
City:
State:
Zip:
Phone Number:
Fax Number:
E-mail Address:
WWW Page:
E-Mall (electronic mall selling firm's products):

❖ Keep Profile current;  
suggest every 90 days

❖ E-mail Address

❖ Webpage

❖ E-Mall (if applicable)



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# SBA PROFILE ENHANCEMENT

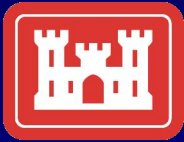


Keeping Your Profile Current  
Identification, Location, & Contacts

Contact Person:	
Contact Title:	
County Code (3 digit):	
Congressional District:	
Metropolitan Statistical Area:	
DUNS Number:	
CAGE Code:	
Year Established:	
Average Number of Employees:	❖ Average Number of Employees
Average Annual Gross Revenue:	❖ Annual Gross Revenue
Accepts Government Credit Card?: [ ] Yes [ ] No	❖ Accepts Government Credit Card
GSA Advantage Contract(s):	❖ GSA Advantage Contracts

ALWAYS FILL OUT "YES" AND "NO" BLOCKS

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# SBA PROFILE ENHANCEMENT



Keeping Your Profile Current  
Organization, Ownership & Certifications

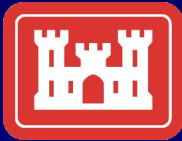
Legal Structure:

Minority Code:

Women Owned?:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Veteran?:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Service Disabled Veteran?:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Current Principals:	(none given)

- ❖ Women Owned
- ❖ Veteran
- ❖ Service Disabled Veteran
- ❖ Current Principals

ALWAYS FILL OUT "YES" AND "NO" BLOCKS



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# SBA PROFILE ENHANCEMENT



Keeping Your Profile Current  
Organization, Ownership & Certifications

**"Business Development Servicing Office"**  
(for certifications):  
SAN ANTONIO DISTRICT OFFICE (SBA office code 0681)

**8(a) Certification:**

SBA 8(a) Case Number:

SBA 8(a) Entrance Date:

SBA 8(a) Exit Date:

**Small Disadvantaged Business Certification:**

SDB Entrance Date:

SDB Exit Date:

**HUBZone Certification:**

HUBZone Certified?:  Yes  No

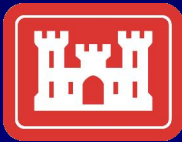
HUBZone Certification Date: N/A

**DBE Certifications (and State):**  
(none)

**Non-Federal-Government Certifications:**  
(none given)

❖ DBE Certification

❖ Non-Federal  
Government  
Certification



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# SBA PROFILE ENHANCEMENT



Keeping Your Profile Current  
Products and Services

<b>Capabilities Narrative:</b> (none given)	
<b>Special Equipment/Materials:</b> (none given)	
<b>Business Type Percentages:</b>	(none given)
<b>Bonding Levels</b> Construction Bonding Level (per contract) Construction Bonding Level (aggregate) Service Bonding Level (per contract) Service Bonding Level (aggregate)	

❖ Capabilities Narrative

❖ Business Type Percentage

❖ Bonding Levels



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# SBA PROFILE ENHANCEMENT



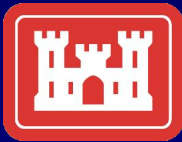
Keeping Your Profile Current  
Products and Services

NAICS Codes and Keywords:					
Primary?	Code	NAICS Code's Description	"Buy Green"? <sup>(1)</sup>	Small? <sup>(2)</sup>	Emerging? <sup>(3)</sup>
Yes					

(1) By entering Yes for "Buy Green", the firm asserts that it obeys EPA guidelines for environmental friendliness for this NAICS code. Note, EPA guidelines do not exist for every NAICS code.  
(2) If Yes, the firm's revenues/number of employees do not exceed the NAICS code's small business size standard.  
(3) If Yes, the firm's revenues/number of employees do not exceed the NAICS code's special small business size standard for the Compositeness Demonstration Program (FAR 19-10). Note, not all NAICS codes are applicable to this program.

Keywords:
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- ❖ NAICS Codes
- ❖ Keywords



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Products and Services

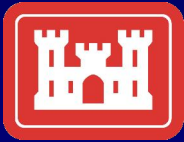
❖ Search options:

❖ Number

❖ Keyword

<http://www.census.gov/epcd/www/naics.html>

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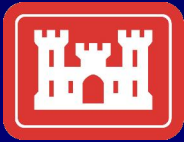


Keeping Your Profile Current  
Performance History (References)

<b>Federal Government References</b> (includes prime contractors to the Federal Government to which the firm subcontracted)  (none given)	←
<b>Other References</b>  (none given)	←

❖ Federal  
Government  
References

❖ Other  
References



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# ADDITIONAL REQUIREMENTS FOR CONSTRUCTION



- ❖ **Bonding Insurance**
  - ❖ **Payment bond – 100% of contract value if value is < \$100K**
  - ❖ **Performance bond – 100% of contract value if value is < \$100K**
  
- ❖ **Company Quality Plan**
  
- ❖ **Company Safety Plan**

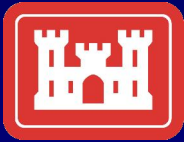


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# GETTING STARTING AND SBA PROFILE ENHANCEMENT



QUESTIONS??????



# POINTS OF CONTACT



US Army Corps  
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## DEPUTY FOR SMALL BUSINESS

Melea D. F. Crouse

Phone: (817) 886-1382

Email:

[melea.crouse@swf02.usace.army.mil](mailto:melea.crouse@swf02.usace.army.mil)

## SBA PROCUREMENT CENTER REPRESENTATIVE

Paul Stone

Phone: (817) 886-1024

Email:

[paul.p.stone@swf02.usace.army.mil](mailto:paul.p.stone@swf02.usace.army.mil)

Location: 819 Taylor Street,  
Fort Worth, Texas 76102