

# Test Your Federal Contracting Knowledge

## WBDC's Top 10 Tips for Working with the Federal Government

If you are interested in providing goods and services to the Federal Government  
You should know the answer to these topics.  
(The Federal Government spends \$350 billion in goods and services!)

### Did You Know...?

1. There are three main categories of Federal Agencies:
  - a. Federal *Defense* Agencies are mainly for military support, and include the branches of Army, Air Force and Navy.
  - b. Federal *Civilian* Agencies are those that do not have a major emphasis on providing supplies and services to the war fighter.
  - c. Other Government Agencies (OGAs) are mainly focused on U.S. importers with respect to U.S. Customs and Border Protection. OGAs also include the Environmental Protection Agency (EPA), the Food and Drug Administration (FDA), the Fish and Wildlife Service (FWS), the Federal Communications Commission (FCC) and the Department of Transportation (DOT). There are also Independent federal Agencies.
2. Federal Agencies have goals to achieve; they are negotiated annually with the Small Business Administration (SBA). The negotiated goals fall in line with the Federal Agency's mission and budget, but maintain the same categories of business as the SBA's Small Business Program.  
The various categories of businesses include: Small Business (SB); Small Disadvantaged Business (SDB); Woman-Owned Small Business (WOSB); Historically Utilized Business Zone (HUBZone); and Service Disabled Veteran-Owned Small Business (SDVOSB) with a subcategory of Veteran-Owned Small Business (VOSB). A subcategory of SDB includes Historically Black Colleges (HBCUs) and Minority Institutions (MIs).
3. Each of the categories within the Small Business Program (SB, SDB, WOSB, HUBZone and SDVOSB) can be counted more than once if that business is initially a small business.
4. Each Federal Agency has an advocate for small businesses known as Small Business Specialists. Major federal prime contractors have Small Business Liaisons (SBLOs).
5. Prime contractors doing business with the federal government are mandated to subcontract with SBs, SDBs, WOSBs, HUBZone and SDVOSBs.
6. The Central Contractor Registration (CCR) database was created as a single entity for registering federal contractors. The primary purpose of the CCR is to provide electronic payments to each federal vendor.

7. The North American Industrial Classification System code (NAICS) was established to identify each and every product and service provided to the federal government. Your NAICS code(s) is *essential* for doing business with the federal government. You can have more than one NAICS code for your business.
8. The federal government does not only use the 'lowest price' as the criteria for awarding contracts. They also consider other factors such as 'best value', contractor's experience, and previous prices the government has paid for similar/same services or products. All prices, regardless of the size of the contract, must be 'fair and reasonable'.
9. One of the best sites to search for government contracting opportunities is Federal Business Opportunities (a.k.a. FedBizOpps) at [www.fbo.gov](http://www.fbo.gov). Also, many opportunities for awards are granted to firms that submit, without competition, under an "Unsolicited Proposal," if it is unique and approved. The Department of Energy also awards under [www.Fedconnect.net](http://www.Fedconnect.net).
10. The Women's Business Development Center has the expertise to assist you in navigating the process of researching, bidding and acquiring government contracts.

For additional information and details about how WBDC can help you increase Federal Contracting Opportunities, please contact Jo-Ann Hunigan at [jhunigan@wbdc.org](mailto:jhunigan@wbdc.org) or Freida Curry at [fcurry@wbdc.org](mailto:fcurry@wbdc.org).