

Acquisition Hour

How to Analyze Federal Solicitations

June 25 | Noon – 1:00 pm

Presented by:
Mark Dennis, Wisconsin Procurement Institute





Assisting Wisconsin businesses compete in the government marketplace.

WPI is Wisconsin's APEX ACCELERATOR

The APEX Accelerators program, under management of the Department of Defense (DOD) Office of Small Business Programs (OSBP), plays a critical role in the Department's efforts to identify and engage with a wide range of businesses entering and participating in the defense supply-chain. The program provides the education and training that all businesses need to participate to become capable of participating in DOD and other government contracts.

WPI provides services and training to all of Wisconsin's 72 counties

- Individual counseling at our offices, client's facility or virtually
- Small group training – webinars and workshops including Acquisition Hours, Cyber Fridays, Evening FAR sessions, Federal Market Insights and Local Government Sales Opportunities
- Conferences the Governors Marketplace, The Contracting Academy (TCA), WEDCs Small Business Academy, Wisconsin Federal Contractor Forum [DC and in-state], Government Opportunities Business Conference GOBC) with WI military bases, End of Year Federal Contractor Update, Annual DOD Contract Management Update, and more.....

www.wispro.org

WPI OFFICE LOCATIONS

- **MILWAUKEE**

- *Technology Innovation Center*

- **MADISON**

- *FEED Kitchens*
- *Dane County Latino Chamber of Commerce*
- *Wisconsin Manufacturing Extension Partnership (WMEP)*
- *Madison Area Technical College (MATC)*

- **CAMP DOUGLAS**

- *Juneau County Economic Development Corporation (JCEDC)*

- **EAU CLAIRE**

- *Western Dairyland*

- **FOND DU LAC**

- *Envision Greater Fond du Lac*

- **GREEN BAY**

- *NWTC Startup Hub*

- **LACROSSE**

- *Veterans in Professions*

- **MANITOWOC**

- *Progress Lakeshore*

- **OSHKOSH**

- *Greater Oshkosh Economic Development Corporation*

- **SUPERIOR**

- *Small Business Dev Center; UW Superior*



WHAT WE WILL COVER TODAY

- Locating Opportunities
- Types of Solicitations
- Review of the SAM.Gov Announcement
- Review of the Solicitation
- Go/No Go Decision

LOCATING OPPORTUNITIES

LOCATING FEDERAL OPPORTUNITIES

System for Award Management (SAM) SAM.gov: [SAM.gov | Home](https://sam.gov)

- Sources Sought/Requests For Information
- Presolicitation Notices
- Solicitations



Official U.S. Government Website
100% Free

The Official U.S. Government System for:

Contract Opportunities

Contract Data

(Reports ONLY from fpds.gov)

Wage Determinations

Federal Hierarchy

Departments and Subtiers

Assistance Listings

Entity Information

Entities, Disaster Response Registry,
Exclusions, and Responsibility/
Qualification (was fapiis.gov)

Entity Reporting

SCR and Bio-Preferred Reporting

Are you searching for Federal Acquisition Supply
Chain Security Act (FASCSA) orders?

[View FASCSA Orders](#)

Register Your Entity or Get a Unique Entity ID

Register your entity or get a Unique Entity ID to get started doing business with the federal government.

[Get Started](#)

[Renew Entity](#)

[Check Entity Status](#)

Already know what you want to find?

Select Domain... ▼ e.g. 1606N020Q02



ADVANTAGES OF LOGGING INTO SAM:

- Several functions become available:
 - Saved Searches: Customize once, Save, and use over and over
 - “Follow” command: click “Follow’ on solicitations you wish to access again
 - “Followed” solicitations will email you if changed by contracting office!
 - “Interested Vendors List” found on left hand sidebar
 - (Note: not all solicitations have this function activated by their contracting office)
 - If activated, you can list your CAGE code on the “Interested Vendor’s List” and be considered by prime contract awardee for subcontracting
 - Especially good if you have an SBA small business certification, WOSB, VOSB, etc.

TYPES OF SOLICITATIONS

TYPES OF DOCUMENTS

- Request For Information (RFI)
- Request For Quotations (RFQ)
- Invitation For Bid (IFB)
- Request For Proposal (RFP)

SOURCES SOUGHT ANNOUNCEMENTS (SSN) AND REQUEST FOR INFORMATION (RFI)

- They are not solicitations – cannot submit a price or proposal
- Government uses these for Market Research
- Typically followed by a solicitation
- Great way to propose new products or services
- May request a “white paper” style document
- Facts, not fluff: market your product on its measurable merits.

REQUEST FOR QUOTATION (RFQ)

- Simplified Procurement
- Contractor submits quotations
- Government evaluates quotations
- Award made based on evaluation factors in solicitation
- Uses FAR 13

INVITATION FOR BID (IFB)

- Sealed Bid
- Public Bid Opening
- Awarded to lowest price responsible, responsive bidder
- Uses FAR 14

REQUEST FOR PROPOSAL (RFP)

- Negotiated procurement
- Contractor submits proposal
- Government evaluates proposals
- Award made based on evaluation factors in solicitation
- Uses FAR 15

REVIEW OF THE SAM.GOV ANNOUNCEMENT

PRE-SOLICITATION NOTICES

- The Pre-solicitation Notice - a declaration/synopsis posted on [SAM.gov | Home](https://www.sam.gov) notifying the market that a solicitation is going to be issued
- It is generally posted 15 days in advance of the solicitation document - timeframe may be shorter for commercial items
 - Note -in some smaller commercial item procurements the synopsis and solicitation are combined
- The primary purpose is to improve small business access to acquisition information and enhance competition by identifying contracting and subcontracting opportunities

REVIEW SAM.GOV ANNOUNCEMENT

Scan the Pre-Solicitation Announcement to locate

- Response Date – *Do you have time to submit a thorough response?*
- Set Aside – *Is the government going to use a set-aside and if so will you qualify?*
- NAICS Code – *Is this NAICS code in your SAM registration?*
 - You can add a NAICS code to your SAM registration – be responsible and capable!
- Contract Dollar Range – Generally used in construction – *Can you support this large of a contract? Or is the dollar amount too small to make a reasonable profit?*



**US Army Corps
of Engineers®**

Contract Opportunity

General Information

Classification

Description

Attachments/Links

Contact Information

History

Award Notices

Follow

Download

Lock and Dam 9 Auxiliary Lock Bulkhead Slot Construction



Note: There have been new actions to this contract opportunity. To view the most recent action, please click [here](#).

ACTIVE

Contract Opportunity

Notice ID
W912ES23B0007

Related Notice
W912ES23B0007

Department/Ind. Agency
DEPT OF DEFENSE
Sub-tier
DEPT OF THE ARMY
Major Command
USACE
Sub Command
MVD
Office
W07V ENDIST ST PAUL

8/13/2025



WISCONSIN

General Information

Contract Opportunity Type: Solicitation (Original)

All Dates/Times are: (UTC-05:00) CENTRAL STANDARD TIME, CHICAGO, USA

Original Published Date: Aug 08, 2023 02:39 pm CDT

Original Date Offers Due: Sep 07, 2023 02:00 pm CDT

Inactive Policy: Manual

Original Inactive Date: Oct 31, 2023

Initiative:

- None

Classification

Original Set Aside: Total Small Business Set-Aside (FAR 19.5)

Product Service Code: Z2KA - REPAIR OR ALTERATION OF DAMS

NAICS Code:

- 237990 - Other Heavy and Civil Engineering Construction

Place of Performance:

Eastman , WI

USA

Description

The U.S. Army Corps of Engineers, St. Paul District has a requirement entitled: Lock and Dam 9 (LD9) Auxiliary Lock Bulkhead Slot Construction

This marine construction project requires a Contractor to create bulkhead recesses for the auxiliary lock bay closure of LD9 upstream of the existing auxiliary miter gates. The bulkhead recesses will consist of structural steel and concrete. The LD9 auxiliary lock bay is located to the riverside of the main lock, which is located on the Wisconsin side of the Mississippi River near Lynxville, WI (Crawford County) and is accessible from Wisconsin State Highway 35.

This Invitation for Bid (IFB) is 100% set aside for small business and solicited in accordance with FAR Part 14 Sealed Bidding procedures.

The North American Industry Classification System (NAICS) code for this project is 237990 Other Heavy and Civil Engineering Construction, with a small business size standard of \$45.0 Million.

The anticipated magnitude of construction is between \$1,000,000 and \$5,000,000 and the contract will require 100% performance and payment bonds.

See attached W912ES23B0007 PLANS and SPECS dated 08 August 2023, or as amended, for full project details.

REVIEW OF THE SOLICITATION

REVIEW SOLICITATION DOCUMENT

Quickly review the following solicitation parts:

- Cover Page
- Actual Requirements
- Contract Type
- Price Schedule
- Method of Award
- Evaluation Factors

HOW TO LOCATE THE SOLICITATION SECTIONS

- Many large solicitation documents have a Table of Contents – Use it to locate the sections
 - Cover Page – First page of solicitation document
 - Actual Requirements – Statement of Work (SOW), Performance Work Statement (PSW), Statement of Objectives (SOO), or Specifications ;
 - May follow behind Table of Contents
 - May be an attachment
 - For construction includes specifications and drawings
 - Section C under Uniform Contract Format

HOW TO LOCATE THE SOLICITATION SECTIONS

- Contract Type –
 - May state in FAR 52. 216 – Type of Contract
 - May be on cover page or in SAM.gov announcement
 - May be included in first part of SOW
- Contract Type can inform on how contract will be priced (ex. Firm fixed price, cost reimbursement, time and materials)
- Contract Type can inform about the government's promise (ex. requirements, indefinite delivery indefinite quantity, definite quantity)

HOW TO LOCATE THE SOLICITATION SECTIONS

- Price Schedule – May be on front or back of cover page, may be in front of or behind actual requirements, may be separate attachment, Section B under Uniform Contract Format
- Method of Award – May be part of price schedule or actual requirements, Section M under Uniform Contract Format
- Evaluation Factors – Section M under Uniform Contract Format

The more documents you review, the easier it becomes to locate the various sections

ITEMS THAT MAY BE FOUND ON COVER PAGE

- Type of procurement – IFB, RFP, RFQ – *Do you want to, or have time to respond to that type of procurement document?*
- Competition restrictions – Set aside – *Do you qualify? Could you team with another contractor to qualify?*
- Review Response Date – *Do you have time to submit? How long would it take to put together a competitive proposal? Is the NAICS code in your SAM registration?*

COMMON FORMS

- Standard Form (SF) 18 – Request for Quotation
- Standard Form (SF) 33 – Solicitation, Offer and Award
- Standard Form (SF) 252 – Architect-Engineer Contract
- Standard Form (SF) 1442 Solicitation, Offer and Award (Construction, Alteration, or Repair)
- Standard Form (SF) 1449 – Solicitation/Contract/Order for Commercial Items

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, AND 30				1. REQUISITION NUMBER 0011948649	PAGE 1 OF 86
2. CONTRACT NO.	3. AWARD/EFFECTIVE DATE	4. ORDER NUMBER	5. SOLICITATION NUMBER W911SA23Q3097	6. SOLICITATION ISSUE DATE 15-Sep-2023	
7. FOR SOLICITATION INFORMATION CALL:	a. NAME KRISTINE SCHOLZ		b. TELEPHONE NUMBER (No Collect Calls) 608-388-1253	8. OFFER DUE DATE/LOCAL TIME 10:00 AM 29 Sep 2023	
9. ISSUED BY MICC - FT MCCOY BLDG 1108 SOUTH R ST FORT MCCOY WI 54656-5153 TEL: FAX: (608) 388-3798	CODE W911SA	10. THIS ACQUISITION IS <input checked="" type="checkbox"/> UNRESTRICTED OR <input type="checkbox"/> SET ASIDE: _____ % FOR: <input type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOMEN-OWNED SMALL BUSINESS PROGRAM <input type="checkbox"/> HUBZONE SMALL BUSINESS <input type="checkbox"/> EDWOSB NAICS: 113310 <input type="checkbox"/> SERVICE-DISABLED <input type="checkbox"/> 8(A) SIZE STANDARD: 500 <input type="checkbox"/> VETERAN-OWNED SMALL BUSINESS			
11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input type="checkbox"/> SEE SCHEDULE	12. DISCOUNT TERMS	<input type="checkbox"/> 13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700)	13b. RATING		
		14. METHOD OF SOLICITATION <input checked="" type="checkbox"/> RFQ <input type="checkbox"/> IFB <input type="checkbox"/> RFP			
15. DELIVER TO DIRECTORATE OF PUBLIC WORKS DIRECTORATE OF PUBLIC WORKS 2171 S 8TH AVE FORT MCCOY WI 54656 TEL: FAX:	CODE W5CD3E	16. ADMINISTERED BY CODE			
17a. CONTRACTOR/OFFEROR CODE		FACILITY CODE	18a. PAYMENT WILL BE MADE BY CODE		
TELEPHONE NO.					
<input type="checkbox"/> 17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER		18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a. UNLESS BLOCK BELOW IS CHECKED <input type="checkbox"/> SEE ADDENDUM			

19. ITEM NO.	20. SCHEDULE OF SUPPLIES/ SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
SEE SCHEDULE					
25. ACCOUNTING AND APPROPRIATION DATA				26. TOTAL AWARD AMOUNT (For Govt. Use Only)	
<input checked="" type="checkbox"/> 27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1. 52.212-4. FAR 52.212-3. 52.212-5 ARE ATTACHED. ADDENDA <input checked="" type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED <input type="checkbox"/> 27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4. FAR 52.212-5 IS ATTACHED. ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED					
<input checked="" type="checkbox"/> 28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN <u> 1 </u> COPIES TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED.			<input type="checkbox"/> 29. AWARD OF CONTRACT: REF. _____ OFFER DATED _____ . YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS:		
30a. SIGNATURE OF OFFEROR/CONTRACTOR			31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER)		
30b. NAME AND TITLE OF SIGNER <i>(TYPE OR PRINT)</i>	30c. DATE SIGNED	31b. NAME OF CONTRACTING OFFICER <i>(TYPE OR PRINT)</i> TEL: EMAIL:		31c. DATE SIGNED	

AUTHORIZED FOR LOCAL REPRODUCTION
PREVIOUS EDITION IS NOT USABLE

STANDARD FORM 1449 (REV. 2/2012)
Prescribed by GSA – FAR (48 CFR) 53.212

REVIEW ACTUAL REQUIREMENTS

- Look at the requirement – *Can you perform the work yourself? Do you have teaming partners or subcontractors available?*
- Is funding currently available? – *Do you want to proceed if there currently is no funding for this requirement?*
- Contract period of performance – *Can you meet the performance schedule and complete the work in the timeframe provided?*
- Bonds – *Are you able to provide any required bonds?*
- Pre-Bid Conferences/Site Visits – *Can you attend the pre-bid meetings?*

REVIEW CONTRACT TYPE

What type of contract will be awarded?

- Fixed Price
- Cost Reimbursement
- Indefinite Delivery
- Time and Materials
- Incentive

REVIEW PRICE SCHEDULE

Understand how the government wants you to price the contract

- *Will you be able to make a profit?*
- *Can you complete the price schedule as is or will it generate additional work for your staff?*
- *Can you offer a fair and reasonable price?*
- *Does the contract include progress payments?*

REVIEW METHOD OF AWARD

How will the Government make an award?

- Lowest price responsive, responsible bidder – usual method for IFBs
- Lowest price, technically acceptable (LPTA) – RFPs and RFQs
- Price/Technical trade off – RFPs and RFQs

REVIEW EVALUATION FACTORS – RFP & RFQ

What Evaluation Factors will be used?

- Management/Key Personnel – *Do you have the appropriate people on staff?*
- Experience – *Do you have the number of years of experience required?*
- Past Performance – *Have you successfully completed similar work?*
- *Can you address all evaluation factors, demonstrating your expertise? Do you have the time to respond?*

GO / NO GO DECISION

GO / NO GO

Once you have completed your review, you should have quickly located enough information to determine:

- *Is this requirement a good fit for your company?*
- *Do you have the required expertise?*
- *Can you meet the required schedule?*
- *Are you able to make a profit?*
- *How much risk for your company is involved?*
- *Who else may be competing for this work?*

GO / NO GO

GO DECISION

Read the entire solicitation

Start to work on your response

NO GO DECISION

Move on to the next opportunity

SUMMARY

Locate opportunities, quickly review and be selective – not every requirement is a good fit for your business. Consider probability of winning, cost of proposal preparation and estimated profit.

RESOURCES

WPI BID MATCHING SERVICE

- Free* Service (no cost to your business)
- Provides opportunities daily by email
- Looks at hundreds of bid websites including federal, state and local
- Matches keywords based on contractor's capabilities
- Licenses limited – be sure to check frequently to keep it activated!
- Contact WPI to set up: 414-270-3600 or www.wispro.org

RESOURCES

Acquisition.Gov

<https://www.acquisition.gov/>

SAM.Gov

[SAM.gov | Home](https://sam.gov)

Wisconsin Procurement Institute - Phone: 414-270-3600

www.wispro.org

Upcoming Events

Acquisition Hour

The Acquisition Hour webinar series covers a range of topics from market entry, sales growth, small business certifications, compliance, and more. Attendees receive 1 CPE credit for attending.

- **June 25** – How to Analyze Federal Solicitation
- **July 9** – Writing a Winning Government Proposal
- **July 23** – Federal Invoicing: PIEE / Wide Area Workflow
- **August 6** – Writing an Effective Capabilities Statement
- **August 20** – End of the Federal Fiscal Year Spending: Are You Ready?

...More information and registrations at wispro.org/events



Cyber Thursday

Cyber Friday is a series of one-hour webinars focusing on critical topics for DOD contractors and subcontractors in cyber security, data security, and CMMC. Attendees receive 1 CPE credit for attending.

- **June 26** – FAR 52.204-21: The Forgotten Baseline of Federal Cybersecurity
- **July 31** – CMMC 2.0: What Contractors Must Know in 2025
- **August 28** – The Federal Cybersecurity Horizon: Zero Trust, FedRAMP, & Supply Chain Risk

...More information and registrations at wispro.org/events

19th Annual Wisconsin Government Opportunities Business Conference (GOBC)

In Partnership with Wisconsin's Military Installations

July 9

Truax Field

July 30

Fort McCoy

GOBC will provide you the opportunity to gain insights into:

- **COFFEE with the COMMANDER**
- Current operations and priorities at Wisconsin's Federal and State government agencies and military facilities
- Connecting with agency and installation leadership, operational staff and buyers
- Locating and bidding on current and future procurement opportunities
- Resources available to assist your business in winning government prime and subcontracts

...More information and registrations at wispro.org/events

REGISTER TODAY ★ ★ ★ ★

NDIA GREAT LAKES 16TH ANNUAL MEETING 07.17.2025

CHICAGO, IL

HOSTED BY



...More information and registrations at wispro.org/events



June 25 2025

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