



How Local Businesses in Ventura County Do Work with NBVC

How do I, as a local business in Ventura County, do business with NBVC?

- Ensure your company is listed in the yellow pages. This is our source for construction work under \$2,000 and services under \$2,500.

- For projects above these thresholds, you must register as a U.S. Government Contractor. This allows you to identify government buyers for your products and services, to sign up for buyer-vendor matching services, and to submit bids and proposals for U.S. Government projects. In order to register you must do the following:

- Get a DUNS Number (Data Universal Numbering System). Enables customers to learn about your company. To register go to <https://www.dnb.com> or call the D&B self request line 1-866-705-5711.
- Register your company with the Central Contractor Registration (CCR) system by going to <http://www.ccr.gov>. It is a single database of basic business information on each company. It must be updated annually and you must have a DUNS number in order to register.
- Apply for a Commercial and Government Entity (CAGE) Code. This is done in conjunction with the CCR registration. It is a five position code that identifies a company doing or wishing to do business with the U.S. Government. It is used to provide you access to pre-award surveys, bidder's lists, pay processes, supply sources. Prime contractors may require subcontractors to have it. You must reapply annually and you must have a DUNS number before applying.

• Input the North American Industry Classification System (NAICS) Codes for your company. This is a work classification method where you assign a code to the type of work you do. When the government bids a project, they match the work type to the contractors who do that kind of work. For example:

221112 Fossil Fuel Electric Power Generation
221119 Other Electric Power Generation

For more information: <http://www.census.gov/epcd/www/naics.html> or call Census Bureau (888)75NAICS

Where do I find projects the government wants done?

- For competitive contracts above the purchase card threshold of \$2,000 for construction and \$2,500 for services, contract offices solicit for work by placing a request for proposal (RFP) on the Federal Business Opportunities and NAVFAC e-Solicitation websites. Once registered by following the steps above, you follow the procedures outlined in the solicitation and provide a proposal. These can have restrictions by program, size and type. <http://www.fedbizopps.gov> and <https://www.esol.navy.mil/default.cfm>

What advice can you give me on how to win a contract?

- Read the RFP. Submit RFIs if you have questions. Pay attention to page limits. Proofread proposal. Do not wait until last minute. Include variety of projects similar to project being procured. Address all items in the evaluation criteria.

Local Points of Contact

- NBVC Construction/Services (805) 982-1895/2858
- Naval Base Ventura County Supplies
 - o General Services Administration (805) 982-5966
 - o Navy Fleet Industrial Supply Center (805) 982-4061
- Naval System Warfare Center Port Hueneme (805) 228-0608
- Morale, Welfare and Recreation Contracts (619) 556-9609
- NAVFAC Southwest Small Business Representative (619) 532-2375
<http://portal.navy.mil/navfacsw>