

# HOW TO DO BUSINESS WITH DHS

Office of the Chief Procurement Officer

Last Updated: September 14, 2020



**Homeland  
Security**

# ABOUT DHS

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Homeland  
Security





# Homeland Security

## Mission

*With honor and integrity we will safeguard the American people, our homeland, and our values*

## Vision

*To ensure a homeland that is safe, secure, and resilient against terrorism and other hazards*

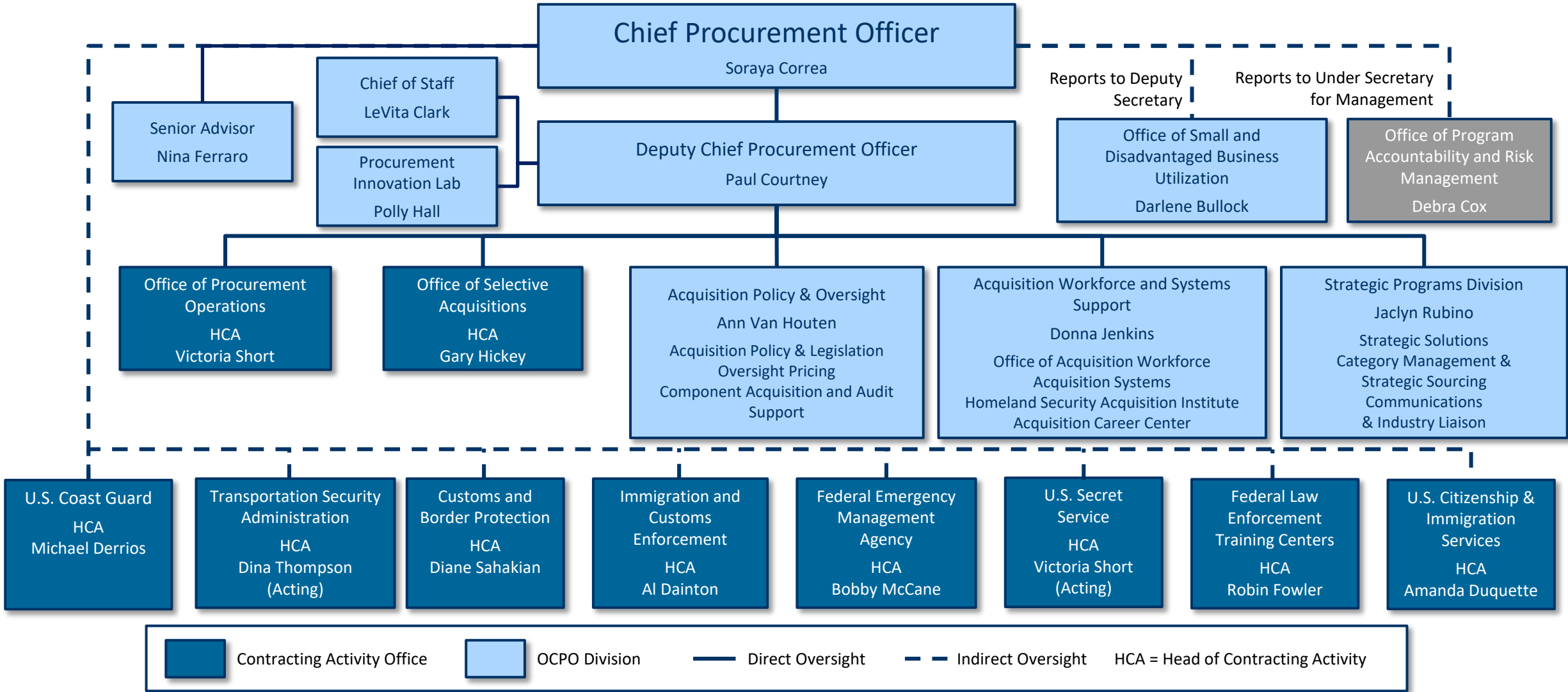
# The Department of Homeland Security



## ***Mission:***

- *Counter Terrorism and Homeland Security Threats*
- *Secure U.S. Borders and Approaches*
- *Secure Cyberspace and Critical Infrastructure*
- *Preserve and Uphold the Nation's Prosperity and Economic Security.*
- *Strengthen Preparedness and Resilience*
- *Champion the DHS Workforce and Strengthen the Department*

# DHS Procurement Organization





# WHAT DHS BUYS

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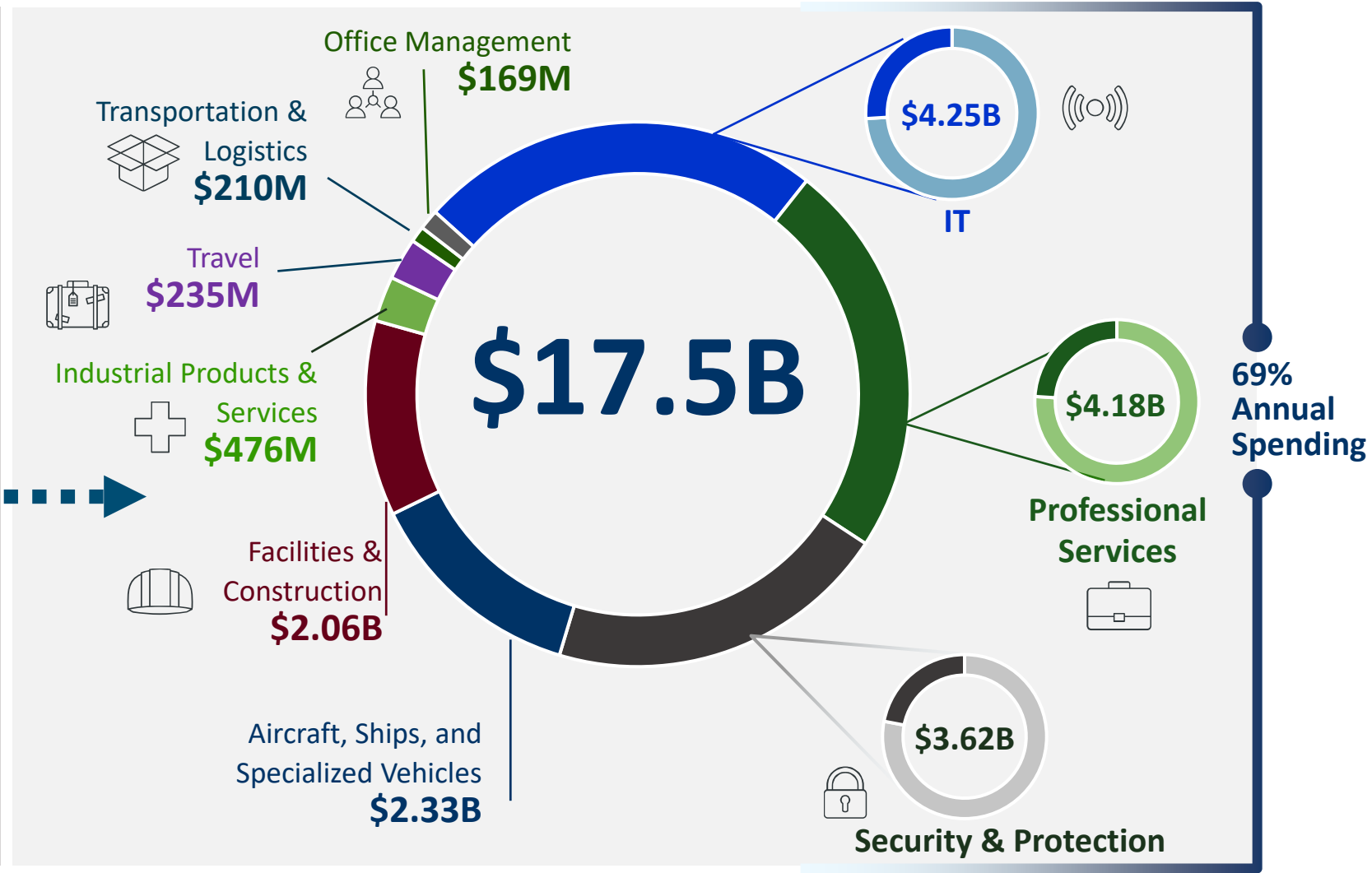


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# DHS Acquires a Variety of Goods and Services

# FY2019 Contract spending

on various goods and services  
across nine commodity families.



# DHS Needs and Spend Breakdown



## Office of Procurement Operations

Total FY 2019  
Spend = **\$5.4B\***

**Mission:** Secure the nation from the many threats we face

- Security Guard and System Services
- Management Advisory and Analytic Services/Research and Development
- IT Maintenance, Operations and Support



U.S. Immigration  
and Customs  
Enforcement

**ICE**  
Total FY 2019  
Spend =  
**\$4.0B\***

**Mission:** Enforce federal immigration and customs laws

- Security Guard Services
- Management Advisory and IT-related Services
- Medical, Translation, and Interpretation Services



*\*Includes contracts, interagency agreements, other transactions, and other agreements/procurements*



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*Delivering flexible and innovative mission-driven solutions*



# DHS Needs and Spend Breakdown



U.S. Customs and  
Border Protection

## CBP

Total FY 2019

Spend =  
**\$5.1B\***

**Mission:** Safeguard America's borders

- IT Maintenance, Operations, Support (OneNet Infrastructure), and Software
- Management Support Services and Engineering/Technical Support
- Aircraft, Engines, and Equipment and Related Maintenance



## USCG

Total FY 2019

Spend =  
**\$4.6B\***

**Mission:** Maritime safety, security and stewardship

- Ship Building and Repair
- Construction and Maintenance of Facilities
- Aircraft, Equipment and Associated Maintenance



*\*Includes contracts, interagency agreements, other transactions, and other agreements/procurements*



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*Delivering flexible and innovative mission-driven solutions*



# DHS Needs and Spend Breakdown



## FEMA

Total FY  
2019  
Spend =  
**\$2.4B\***

**Mission:** Prepare for, protect against, respond to, recover from, and mitigate all hazards

- Building Inspection and Facility Services
- Architectural and Engineering Services
- Trailers, Vehicles, and Equipment



Transportation  
Security  
Administration

**Mission:** Protect the nation's transportation systems

## TSA

Total FY  
2019  
Spend =  
**\$2.0B\***

- Detection Equipment and Related Maintenance
- Security Guard Services
- IT Maintenance, Operations, Support



*\*Includes contracts, interagency agreements, other transactions, and other agreements/procurements*

# DHS Needs and Spend Breakdown



**Mission:** Protect senior leadership and investigate financial infrastructure crimes

**USSS**  
Total FY  
2019  
Spend =  
**\$316M\***

- IT Maintenance, Operations, Support – Including Data Centers
- Communications Equipment
- Vehicles

FEDERAL LAW ENFORCEMENT TRAINING CENTERS



**FLETC**  
Total FY  
2019  
Spend =  
**\$221M\***

**Mission:** Train law enforcement

- Facilities Construction, Maintenance, and Services
- Security Guard Services
- Lodging and Travel Services



*\*Includes contracts, interagency agreements, other transactions, and other agreements/procurements*



# HOW DHS BUYS

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# Procurement Highway

## Strategic Sourcing, Government-wide Agency Contract (GWAC) and Multi-Agency Contracts (MACs)

Vendors must be on the contract vehicle to compete for orders.  
([www.dhs.gov/department-wide-contract-vehicles](http://www.dhs.gov/department-wide-contract-vehicles))

## GSA Schedules

Vendors must be on a GSA Schedule to participate.  
(<https://beta.sam.gov>).

## Open Market

Open to all vendors. (<https://beta.sam.gov>).

## Other Transaction Authority (OTA)

Information may be found at  
[www.dhs.gov/science-and-technology/svip](http://www.dhs.gov/science-and-technology/svip)

## Commercial Solutions Opening Pilot Program

Information may be found in the [Commercial Solutions Opening Pilot Program Guide](#)

## Unsolicited Proposals

Can be submitted by all vendors.  
([www.dhs.gov/unsolicited-proposals](http://www.dhs.gov/unsolicited-proposals))

**Determine  
Your  
Exit**

**DHS buys through  
a variety of ways**

# Where Should Vendors Go? Step 1



apfs.dhs.gov/forecast



## Welcome

The Department of Homeland Security **Acquisition Planning Forecast System** is a portal for vendors to view anticipated contract actions above \$250,000



First place to check. Components post potential procurements up to a year in advance



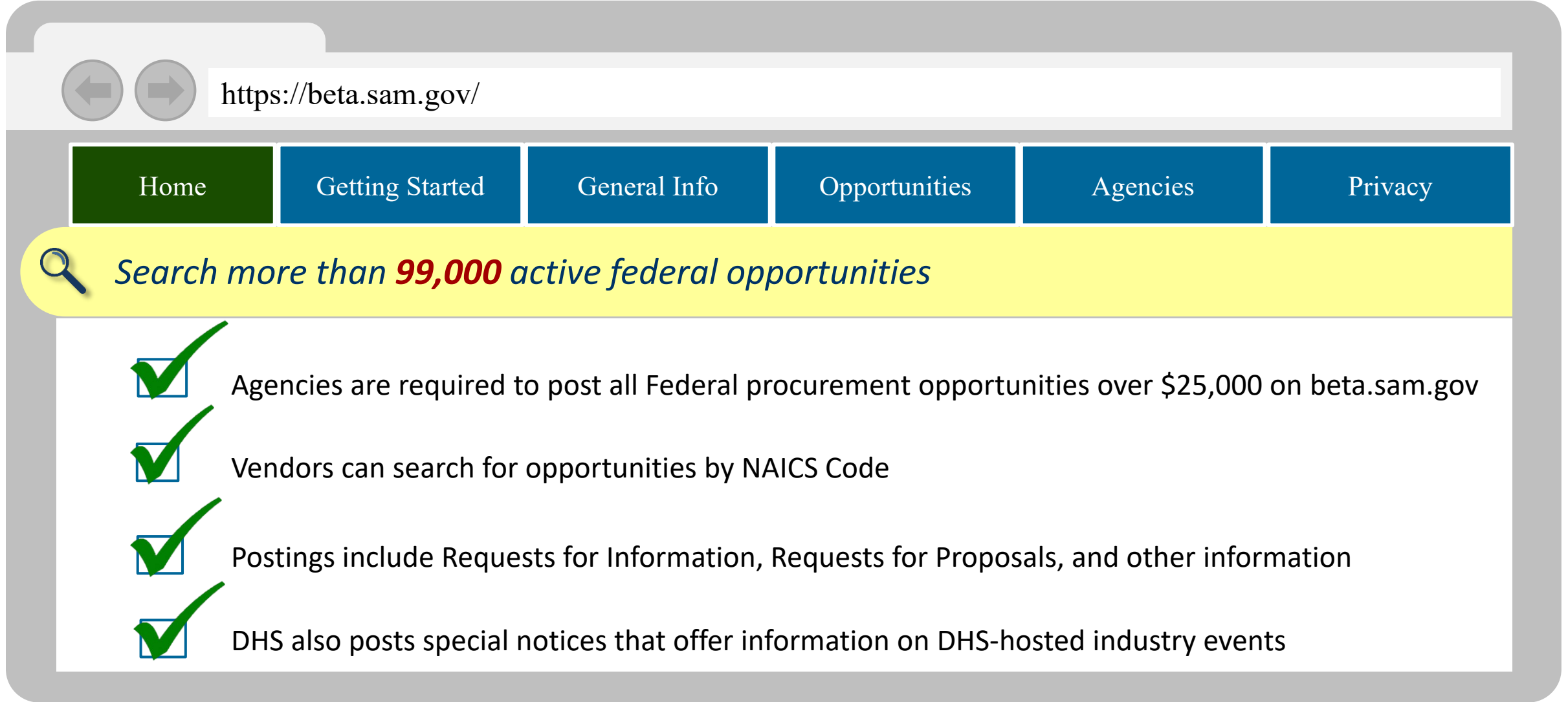
Vendors have the option to search by NAICS code, Component, and many other fields



Ability to track opportunities



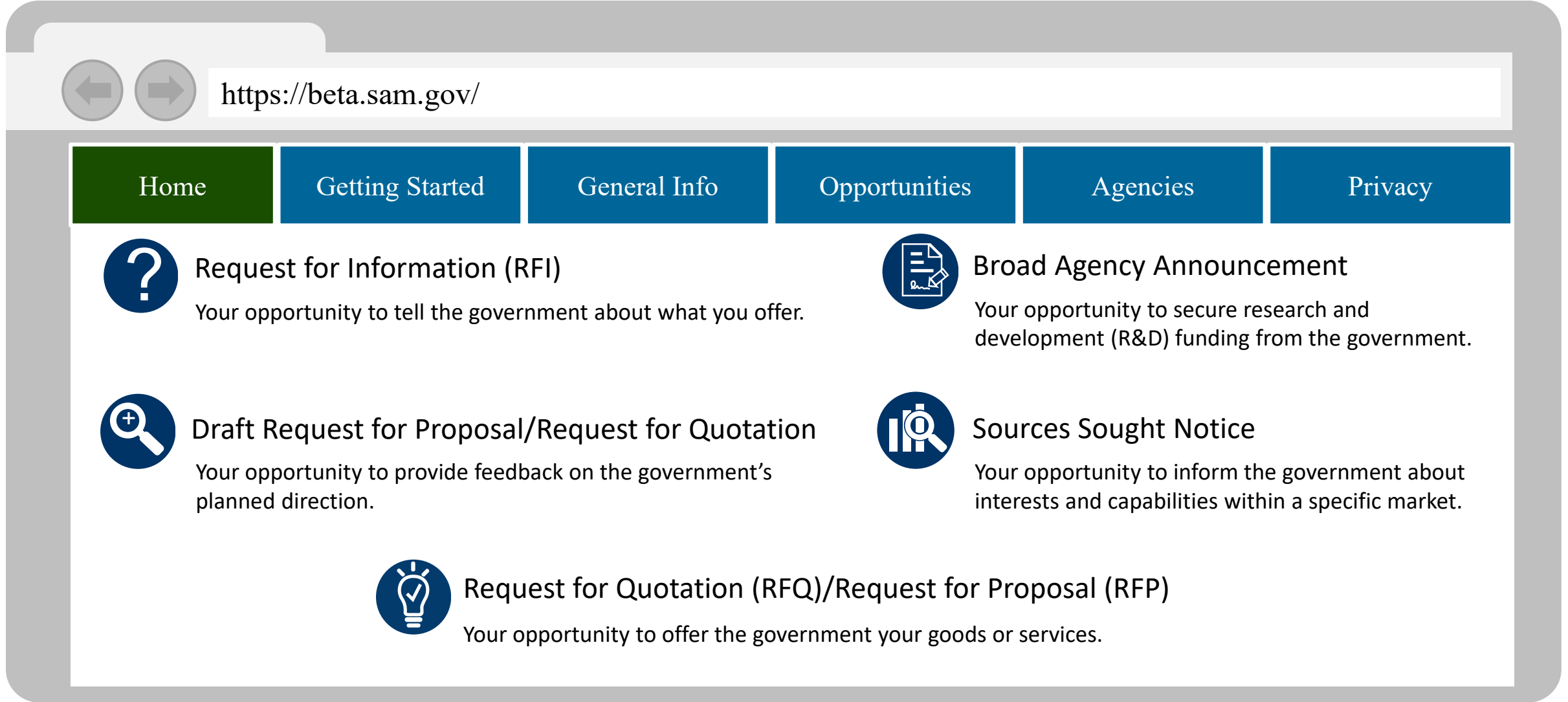
# Where Should Vendors Go? Step 2



The screenshot shows a web browser window with the address bar displaying <https://beta.sam.gov/>. The navigation menu includes links for Home, Getting Started, General Info, Opportunities, Agencies, and Privacy. A yellow banner below the menu contains a magnifying glass icon and the text: *Search more than **99,000** active federal opportunities*. Below the banner, a list of four items is shown, each preceded by a green checkmark in a blue box:

- Agencies are required to post all Federal procurement opportunities over \$25,000 on beta.sam.gov
- Vendors can search for opportunities by NAICS Code
- Postings include Requests for Information, Requests for Proposals, and other information
- DHS also posts special notices that offer information on DHS-hosted industry events

# beta.sam.gov – Why is it Important to You?



# Getting Started

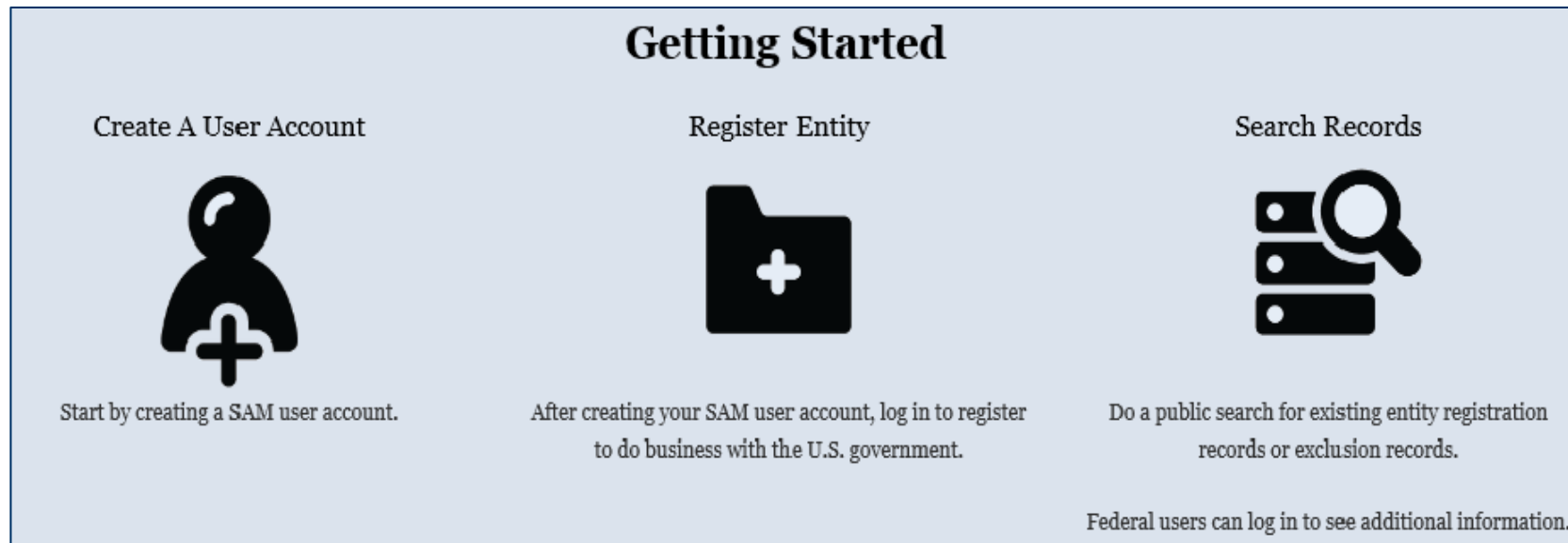
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Learn about DHS budget priorities and how Congress has allocated the budget

**DHS Budget** – [www.dhs.gov/dhs-budget](http://www.dhs.gov/dhs-budget)

Register to do business with the government

**System for Award Management (SAM)** – [www.sam.gov](http://www.sam.gov)



*Image from sam.gov*



# KEY PROGRAMS

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# What is Category Management and Strategic Sourcing?

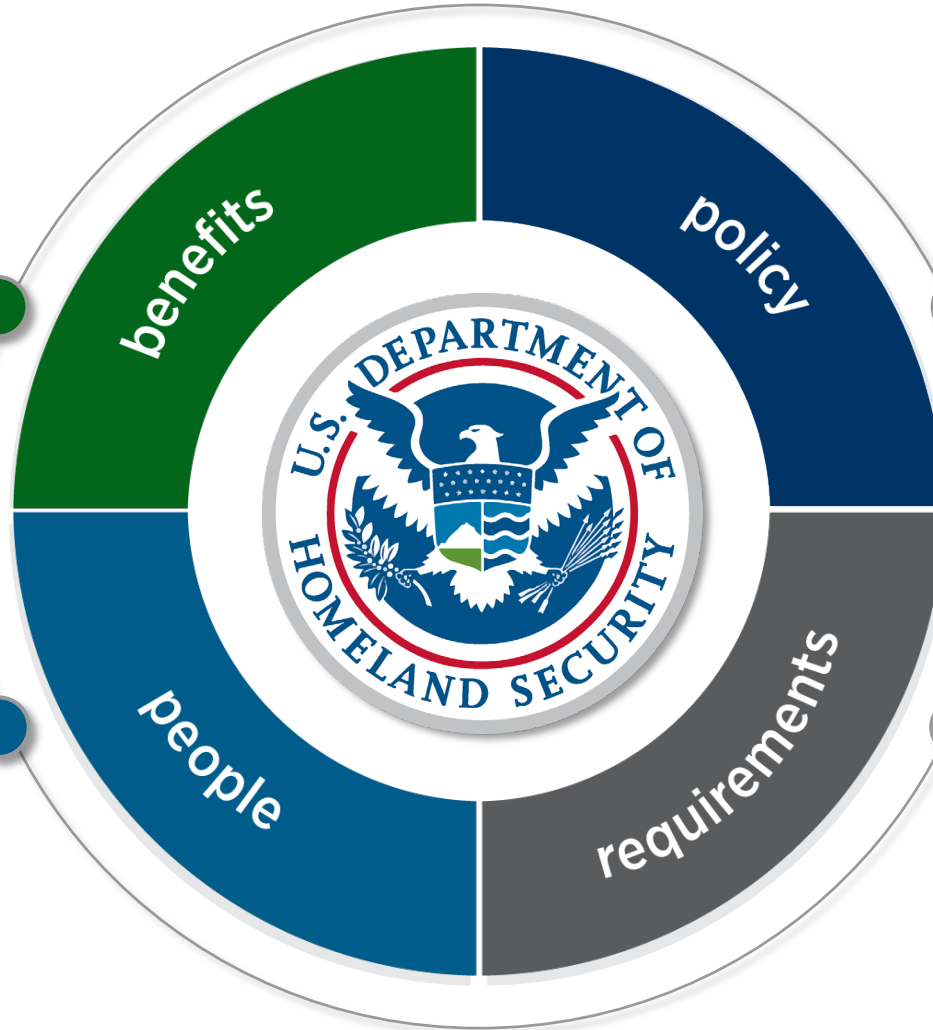


# What Drives Category Management at DHS?

Promotes innovation and efficiency, bridges capability gaps, generates savings



Leadership councils, executives, teams, acquisition professionals



[OMB M-19-13](#),  
Government-wide  
Category Memos,  
President's  
Management Agenda



Improve mission  
delivery,  
efficiently fulfill  
common needs



# What value has strategic sourcing delivered to DHS?

## Fiscal Year 2019

DHS spent **\$8.9 billion** on goods and services available through strategic sourcing and best-in-class contract vehicles



Of the total spent, DHS purchased **\$5.4 billion**, or 60%, through strategic sourcing and best-in-class contract vehicles



small business prime contractors received 44% of strategically sourced dollars

DHS saved **\$601 million**



on average, strategic sourcing saved 11% of every dollar spent

savings can be reallocated to serve the mission



prevent terrorism



border security



immigration



cybersecurity



disaster relief

**STRATEGIC SOURCING & BIC SAVINGS = \$5.2 billion**

cumulative savings since FY05

# Key Resources for Strategic Sourcing

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*DHS uses strategic sourcing to increase acquisition efficiency, enhance mission performance, and optimize commodity management.*

## **Department-wide Contract Vehicles:**

[www.dhs.gov/departments-wide-contract-vehicles](http://www.dhs.gov/departments-wide-contract-vehicles)

## **DHS Strategic Sourcing In-Process Contract Vehicles:**

[www.dhs.gov/process-initiatives](http://www.dhs.gov/process-initiatives)

To contact us regarding current and in-process Department-wide contract vehicles, please email: [SSOInquiry@hq.dhs.gov](mailto:SSOInquiry@hq.dhs.gov)

For additional information, please visit:

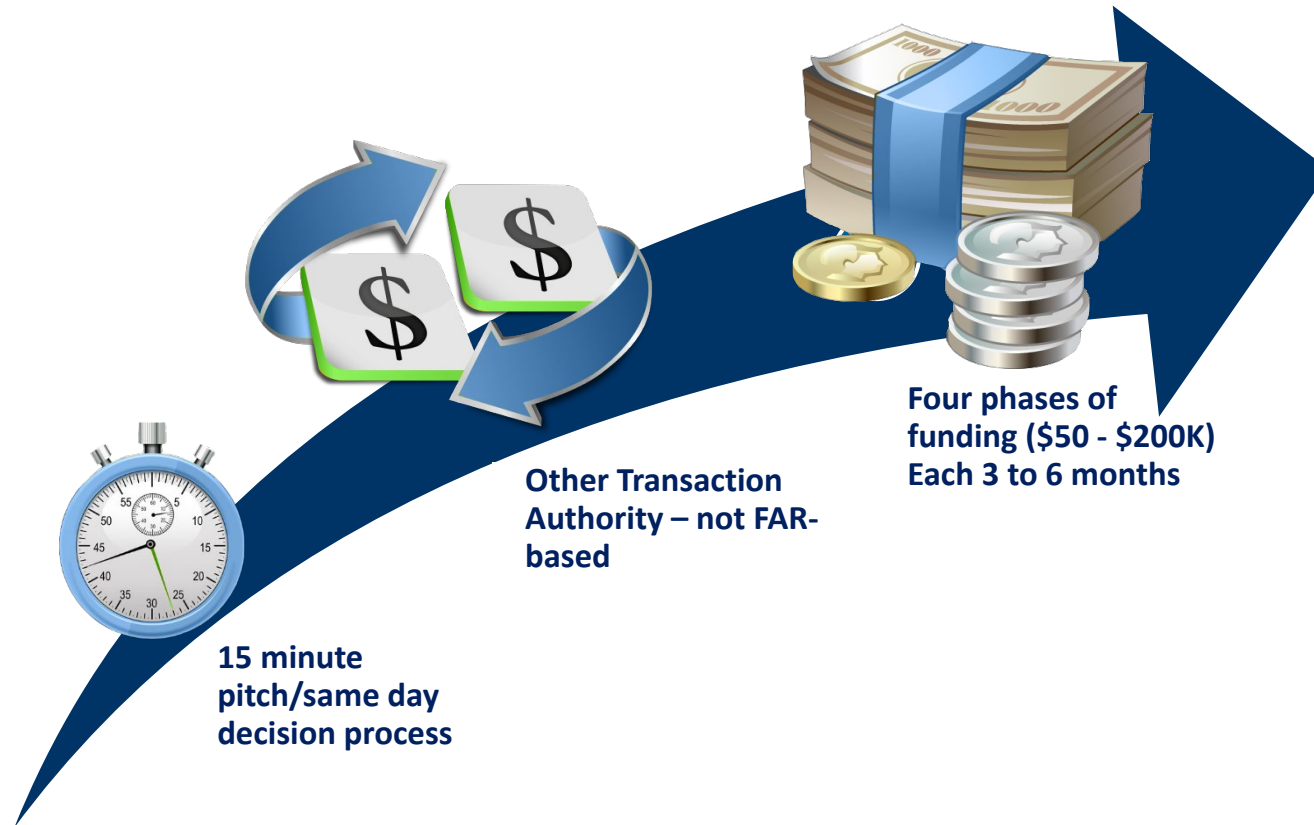
[www.dhs.gov/dhs-strategic-sourcing](http://www.dhs.gov/dhs-strategic-sourcing)



# Silicon Valley Innovation Program

## Science and Technology Directorate Silicon Valley Innovation Program (SVIP)

*Engages with innovation communities across the nation and around the world to harness the commercial R&D ecosystem for technologies with government applications and to co-invest in and accelerate technology transition-to-market.*



### Who is eligible for award? Companies that are:

- U.S. and internationally based
- **Fewer than 200 employees**
- Not a party to any FAR-based **contracts and/or** federally awarded **grants over \$1,000,000** in the **past 12 months**, whether as a prime contractor or subcontractor.

More information and open solicitations may be found on the SVIP web site.

[www.dhs.gov/science-and-technology/svip](http://www.dhs.gov/science-and-technology/svip)



# Small Business Innovation Research Program

## Small Business Innovation Research program

The goal of the DHS SBIR program is to increase the participation of innovative and creative U.S. small businesses – those with **fewer than 500 employees** – in federal research and development programs and challenge industry to bring innovative homeland security solutions to reality.

HOW TO APPLY



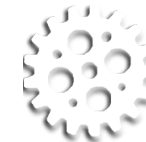
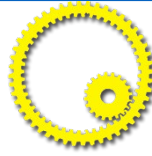
Step-by-step guide to help you apply

The three-phase program is focused on near-term commercialization and delivery of operational prototypes.

**Phase 1 = up to \$150K and 3-6 months, Phase 2 = up to \$1,000,000 and 24 months; Phase 3 = no limits, but funded by sources other than the SBIR program**

Information about the program and on how to apply to may be found on the S&T SBIR web site.

[www.dhs.gov/science-and-technology/sbir](http://www.dhs.gov/science-and-technology/sbir)



# Unsolicited Proposals

According to FAR Subpart 15.6: A valid Unsolicited Proposal must:



Be innovative and unique



Be independently originated and developed by the offeror



Be prepared without Government supervision, endorsement, direction, or direct Government involvement



Include sufficient detail to determine that Government support could be worthwhile and the proposed work could benefit the agency



Not be an advance proposal for a known agency requirement that can be acquired by competitive methods



Not address a previously published agency requirement

# Unsolicited Proposals

An unsolicited proposal is not:



“Advertising material” – Material designed to acquaint the Government with a prospective contractor’s present products, services, or potential capabilities, or designed to stimulate the Government’s interest in buying such products or services.



“Commercial item offer” – Offer of a commercial item that the vendor wishes to see introduced in the Government’s supply system as an alternate or a replacement for an existing supply item. This term does not include innovative or unique configurations or uses of commercial items that are being offered for further development and that may be submitted as an unsolicited proposal.



“Contribution” – Concept, suggestion, or idea presented to the Government for its use with no indication that the source intends to devote any further effort to it on the Government’s behalf.

DHS Components points of contact for unsolicited proposals are located at [www.dhs.gov/unsolicited-proposals](http://www.dhs.gov/unsolicited-proposals)

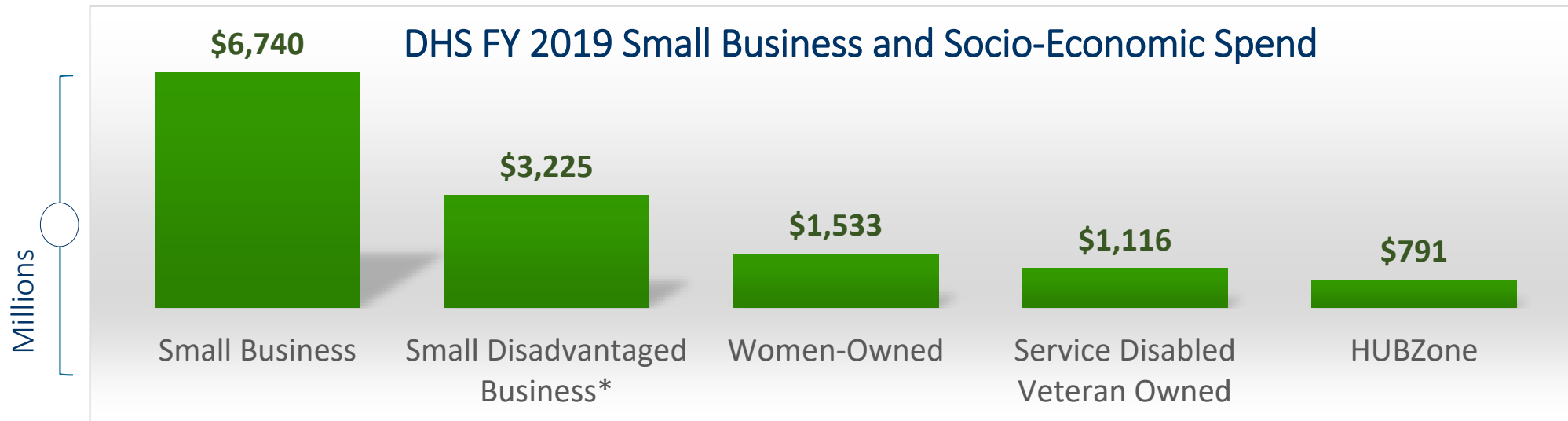


# DHS Creates Opportunities for Small Businesses

*DHS is the largest agency to earn a grade of “A” or “A+” for eleven years in a row on the annual small business federal procurement scorecard issued by the Small Business Administration (SBA)*

Our small business accomplishments are a great example of the DHS Unity of Effort in action. Through the collaboration of the contracting officials, small business experts, and program officials across DHS, we are able to continually identify the right small businesses to support the DHS mission.

In FY 2019, DHS awarded 36.96 percent of total contracting dollars to small businesses, greatly exceeding the government-wide goal of 23 percent.



\* Includes contracts awarded under the 8(a) program

# Key Resources for Small Businesses

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## Office of Small and Disadvantaged Business Utilization (OSDBU)



DHS OSDBU Email: [DHSOSDBU@hq.dhs.gov](mailto:DHSOSDBU@hq.dhs.gov)

DHS OSDBU Staff: [www.dhs.gov/office-small-and-disadvantaged-business-utilization-staff](http://www.dhs.gov/office-small-and-disadvantaged-business-utilization-staff)

DHS Component Small Business Specialists: [www.dhs.gov/small-business-specialists](http://www.dhs.gov/small-business-specialists)

**Vendor Outreach Sessions:** Series of pre-arranged 15-minute meetings with Small Business Specialists from DHS Components and with prime contractors who currently hold DHS contracts. Provide small businesses opportunities to discuss their capabilities and learn about potential business and teaming opportunities.

[www.dhs.gov/small-business-vendor-outreach-sessions](http://www.dhs.gov/small-business-vendor-outreach-sessions)

For additional information, please visit:  
[www.dhs.gov/small-business-assistance](http://www.dhs.gov/small-business-assistance)

# Post Award Teaming Opportunities

## *Where to Look for Subcontracting Opportunities*

**DHS website** - [www.dhs.gov/prime-contractors](http://www.dhs.gov/prime-contractors)

Identifies prime contractors interested in sub-contracting with small businesses.

**DHS strategic sourcing website** - [www.dhs.gov/dhs-strategic-sourcing](http://www.dhs.gov/dhs-strategic-sourcing)

Provides information on existing department-wide contracts and post-award teaming.

**Contract Opportunities** - [beta.sam.gov](http://beta.sam.gov)

Allows users to search for award notices that identify prime contractors (including DUNS number).





# SBA All Small Mentor-Protégé Program (ASMPP)

U.S. Small Business Administration (SBA) ASMPP offers an opportunity for small businesses to learn from an experienced government contractor.

Additional information on ASMPP can be found at: [www.sba.gov/federal-contracting/contracting-assistance-programs/all-small-mentor-protege-program](http://www.sba.gov/federal-contracting/contracting-assistance-programs/all-small-mentor-protege-program)



## Plan your business

You've got a great idea. Now, make a plan to turn it into a great business.



## Launch your business

Turn your business into a reality. Register, file, and start doing business.



## Manage your business

Run your business like a boss. Master day-to-day operations and prepare for success.



## Grow your business

When business is good, it's time to expand. Find new funding, locations, and customers.

Additional information  
can be found at:  
[www.sba.gov](http://www.sba.gov)

*Graphic courtesy of Small Business Administration*

# DHS Mentor-Protégé Program

## Purpose:

- Motivate and encourage large business prime contractor firms to provide developmental assistance to small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business concerns
- Improve the performance of DHS contracts and subcontracts
- Foster the establishment of long-term business relationships
- Strengthen subcontracting opportunities and accomplishments

## DHS vs. SBA

### DHS MPP

68 FR 67871, December 4, 2003 amended as  
71 FR 25775, May 2, 2006

- Protégé's eligibility in accordance with FAR Part 19
- Mentor must be large
- No JV feature
- Online application; open-ended submission
- Unlimited MPAs for mentor or protégé

### SBA All Small MPP

Small Business Jobs Act 2010 and  
NDAA 2013 (FY13)

- Protégé's eligibility based on NAICS Code
- Mentor may be large or small
- JV feature
- Online application and training module required; currently open-ended submission
- Mentors (no more than three protégés in aggregate)

Additional information can be found at: [www.dhs.gov/mentor-protege-program](http://www.dhs.gov/mentor-protege-program)

# INTERACT WITH DHS

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# Promote Meaningful Communications

## *The Chief Procurement Officer has four Strategic Priorities*

- Inspire & Motivate People
- Deliver Exceptional Results
- Enhance Mission Capabilities
- Promote Meaningful Communications

## *Meaningful communications between DHS and industry improves the DHS acquisition environment*

- Acquisition Innovation Roundtables
- Strategic Industry Conversations
- Reverse Industry Days
- Learning Cafes and Webinars
- Procurement Innovation Lab
- Small Business Vendor Outreach



# Industry Liaisons

*Industry Liaisons help implement Acquisition Innovations in Motion (AiM) across DHS. AiM is a framework focused on embracing innovation and promoting meaningful communications. Through AiM, we introduce strategies, practices, and technologies that strengthen the acquisition environment.*

Industry Liaisons are one of the entry points into the Department.

Industry Liaisons accept capabilities briefings, forge program connections, answer questions, and resolve problems.

For more information, contact:

**DHS Headquarters Industry Liaison:** DHS Industry Liaisons  
[DHSIndustryLiaison@hq.dhs.gov](mailto:DHSIndustryLiaison@hq.dhs.gov)

**DHS Components Industry Liaisons:** Contact information for DHS Component Industry Liaisons may be found at [www.dhs.gov/aiim](http://www.dhs.gov/aiim)





# Entry Points into DHS

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**One-on-One Meetings:** Meet with DHS and Component Industry Liaisons, program offices, and Small Business Specialists

**Industry Days** – Attend a DHS Component Industry Day focused on specific programs and requirements [beta.sam.gov](https://beta.sam.gov)

**Annual Strategic Industry Conversation** – Attend this annual event featuring discussions on DHS programs spanning multiple Components [www.dhs.gov/aiim](https://www.dhs.gov/aiim)

**Requests for Information (RFI)** – Respond to RFIs on FedBizOpps and share information about your capabilities [beta.sam.gov](https://beta.sam.gov)

**Industry-Government Activity Calendar** – Monitor to learn about DHS-sponsored activities designed to promote meaningful communications between DHS and industry [www.dhs.gov/dhs-industry-government-activity-calendar](https://www.dhs.gov/dhs-industry-government-activity-calendar)



# Questions

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# Key Takeaways for Doing Business with DHS

