



CONTRACTING

GUIDE TO DOING BUSINESS WITH THE U.S. ARMY CORPS OF ENGINEERS

Serving the Nation and the Armed Forces



Getting Started

Certain requirements must be met to do business with the federal government. First, you must obtain a Data Universal Numbering System (DUNS) number at <https://www.dnb.com/duns-number.html>. Registration is free. You may register to do business with the federal government once you have a DUNS number.

How to Register

You must register your business in the System for Award Management (SAM) at <https://www.sam.gov/SAM/> before submitting an offer or quote. Registration is free.

a. If you need help during SAM registration, visit the Federal Service Desk at <https://www.fsd.gov/fsd-gov/home.do> for contact information via live chat, web form, or phone. Your local PTAC can also assist. To find your local PTAC office visit <https://aptac-us.org> and click on your state to find the office handling your county.

b. If you would like to be included in the disaster recovery registry, you must indicate this during the SAM registration process; see information at <https://www.acquisition.gov/disaster-response-registry>.

c. A current Commercial and Government Entity (CAGE) code is required to do business with the federal government. During the SAM registration process, a cage code will be assigned to your business.

Contract Opportunities

a. Search for USACE contract opportunities at <https://beta.sam.gov/>. Contract opportunities may be searched by keyword, solicitation number, or District/Center name. It is best to search by buying activity code - each USACE location has one and your small business professional can provide that to you. Each contract opportunity is classified by a North American Industry Classification System (NAICS) code (which corresponds to a small business size standard) and a Product Service Code (PSC) or Federal Supply Code (FSC) and whether your company is considered small or other than small under your code(s). Thus, it is important to know which NAICS, PSC, or FSC applies to your company. To learn about a PSC or FSC, view the Product and Service Code Manual at https://www.acquisition.gov/psc_manual. To learn about NAICS codes, visit <https://www.census.gov/eos/www/naics/>. The size standard will be identified in the solicitation along with the NAICS assigned to the procurement. You can also search for USACE contracting awards for subcontracting opportunities.

b. If you are a small business, to find subcontracting opportunities on USACE contracts, search the Small Business Administration (SBA) Subcontracting Network at <https://catalog.data.gov/dataset/subcontracting-network-subnet-system> or contact your local USACE small business professional for a listing of contracts with subcontracting plans.

Locations

To find the U.S. Army Corps of Engineers' locations, visit <https://www.usace.army.mil/Locations.aspx> and review the mission of each District/Center Contracting Office to determine your interest. If you are a small business, contact the District/Center's Small Business Office to discuss your firm's capability.

Acquisition Regulations, Instruction and Desk Guide

USACE contract award and administration are governed by three regulations and an acquisition instruction with companion guide. Become familiar with each:

a. Regulations:

Federal Acquisition Regulation (FAR)

<https://www.acquisition.gov/browse/index/far>

Defense FAR Supplement

<https://www.acq.osd.mil/dpap/dars/dfarspgi/current/index.html>

Army FAR Supplement <https://www.acquisition.gov/afars>

b. **USACE Acquisition Instruction and USACE Desk Guide:** The latest versions dated 3 June 2019 may be obtained from the contracting officer. An update will soon be published at <https://www.usace.army.mil/Business-With-Us/Contracting/Resources/>

BUILDING



STRONG !