

National Institutes of Health

Path to Sustainability for Historical Black Colleges and Universities (HBCU) Symposium

Teaming for Opportunities in Biomedical "BIG" Data

*Wednesday, March 9, 2016
NIH Neuroscience Center
Conference Room C
9:00 am – 4:00 pm*



Agenda



8:30 am – 9:00 am

Registration

9:00 am – 9:10 am

Opening Remarks

Ms. Diane J. Frasier

Head of the Contracting Activity, NIH

Director, Office of Acquisition and Logistics Management

9:10 am – 9:25 am

Business Keynote Speaker

Ms. Alejandra Y. Castillo, Esq.

National Director, Minority Business Development Agency

9:25 am – 9:40 am

Academic Keynote Speaker

Ivory Toldson, Ph.D.

Executive Director, White House Initiative on HBCU

9:40 am – 10:00 am

Introductions of Historically Black Colleges and Universities

10:00 am – 10:30am

Big Data

Michelle Dunn, Ph.D.

Senior Advisor for Data Science Training, Diversity, and

Outreach, Office of the Associate Director for Data Science

10:30 am – 11:00 am

Small Business Innovative Research and Small
Business Technology Transfer (SBIR/STTR)

Matthew Portnoy, Ph.D.

SBIR/STTR Program Coordinator, NIH

11:00 am – 11:30 am

Precision Medicine Initiative

Josephine Briggs, M.D.

Director, Precision Medicine Initiative (PMI) Cohort Program

11:30 am – 12:00 pm

Break

12:00 pm – 12:30 pm

Minority Health

Alexis D. Bakos, Ph.D., MPH, RN

Senior Advisor to the Deputy Assistant Secretary

Office of Minority Health, Department of Health and Human
Services

12:30 pm – 1:30 pm

Strategic Partnering Session

1:30 pm – 2:30 pm

Acquisition Roundtable

Moderator: Ms. Annette Owens-Scarboro, Program Manager

Small Business Program Office, NIH



Agenda



1:30 pm – 2:30 pm

Acquisition Roundtable

Patrice Desvigne-Nickens, M.D.

Medical Officer, Heart Failure and Arrhythmias Branch

National Heart, Lung, and Blood Institute

Mr. Dana Harris

Contracting Officer, Office of Acquisitions

National Institute of Child Health and Human Development

Mr. George Redmond

Project Director, Imaging and Technology Development Branch

National Cancer Institute

Ms. Bridget Gauer

Deputy Director, National Institutes of Health Information

Technology Acquisition and Assessment Center (NITAAC)

2:30 pm – 2:45 pm

Break

2:45 pm – 3:35 pm

Academic Industrial Roundtable

Moderators: Mr. Darold Hamlin and Mr. Lyn R. Williams

Emerging Technology Consortium

Mr. Michel Hester President and CEO, MSI STEM Research and Development Consortium

Mr. John Rosenthal President, University Research and Development Foundation

Mr. Anthony Robinson, Esq. Attorney

Mr. Glen Moore, Former Director, Small Business Office, Defense Information Systems Agency

Mr. Earl Peek, Managing Partner, Diamond Ventures LLC

Ms. Janet Simmons, President, Innovative Global Security Solutions, LLC (IGSS)

Georgia M. Dunston, Ph.D.

Founding Director, National Human Genome Center, Howard University

Mr. Emmitt McHenry, Chairman and President, Archura

Ms. Maggie Harris

President, Engineering Systems Consultants, Inc.

3:45 pm – 4:00 pm

Closing Remarks

Ms. Annette Owens-Scarboro, Program Manager

Small Business Program Office, NIH

March 9, 2016

Dear Participants,

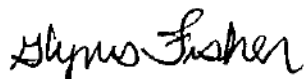
We are delighted that your educational institution chose to participate and share in The National Institutes of Health (NIH) Path to Sustainability for Historically Black Colleges and Universities (HBCU) Symposium.

Historically Black Colleges and Universities (HBCU) have the opportunity to have a tremendous impact on NIH's ability to meet its mission, to enhance health and lengthen life, and to create partnerships with this agency. The NIH is committed to ensuring that contracting opportunities, both prime and subcontract, are made available to all eligible concerns. To accomplish these objectives, the NIH Head of the Contracting Activity and Director of the Office of Acquisition and Logistics Management (OALM), Diane J. Frasier and the Office of Acquisition Management and Policy (OAMP) have led efforts to support vendor diversity in contract operations, including the organization of this Symposium.

We will continue to build on this success through our concerted efforts with the NIH Office of Small Business Programs to provide contracting opportunities for HBCUs and other educational institutions to add value to the mission of NIH.

The organizers have worked tirelessly to prepare an informative event and I am confident that the insight and knowledge imparted by the speakers will be beneficial for all of you. Please prepare yourself to be challenged, excited and inspired.

Sincerely,

A handwritten signature in black ink that reads "Glynis Fisher". The signature is written in a cursive, flowing style.

Glynis Fisher
Associate Director
Office of Acquisition Management and Policy

March 7, 2016

Diane J. Frasier
Director, Office of Acquisition and Logistics Management
Office of Management
National Institute of Health

Dear Ms. Frasier:

The White House Initiative on Historically Black Colleges and Universities applauds your effort to spotlight Historically Black Colleges and Universities (HBCUs) through the National Institutes of Health (NIH) Path to Sustainability Pilot Program.

The theme of the symposium, “Teaming for Opportunities in Biomedical (BIG) Data” resonates well with the HBCU community. The White House Initiative on HBCUs share NIH’s belief that HBCUs have the opportunity to have a remarkable impact on NIH’s ability to improve health and lengthen life. I am honored to partner with the NIH Path to Sustainability HBCU Symposium, as we will bring together representatives from HBCUs to network and partner with NIH program and acquisition staff.

Partnerships like this increase the number of minorities in research and commercialization programs, and enable HBCUs to effectively compete and participate in research and commercialization programs. Your efforts help HBCUs reach their potential to create the infrastructure to effectively compete for and administer Federal contracts. Having partners like the NIH help to make the HBCU testimonial meaningful. Your advocacy in various sectors is a vital resource for the community, and ensures others recognize the significance of HBCUs.

Thank you for continuing to invest in the future of HBCUs and the leadership you demonstrate!

Sincerely,

A handwritten signature in dark ink, appearing to read 'Ivory A. Toldson', with a stylized flourish at the end.

Ivory A. Toldson
Executive Director
White House Initiative on HBCUs



March 9, 2016

Greetings,

The Minority Business Development Agency (MBDA) is proud to participate in the National Institutes of Health (NIH) Path to Sustainability Contracting Initiative Symposium. The theme of this year's program, "Teaming for Opportunities in Biomedical (BIG) Data," sets the foundation for this vital discussion to increase minority participation in research and commercialization programs. This year's theme is timely, as we can use this symposium to prepare both Historically Black Colleges and Universities (HBCUs) and businesses to participate in both the Precision Medicine Initiative (PMI) and the "moon shot" on cancer research.

The success of minority-owned businesses is essential to the future economic growth of our nation. The objective of this contracting initiative, to create partnerships between Minority Business Enterprises (MBEs) and HBCUs, has multiple benefits. Achieving this will increase the number and dollar value of contracts issued by NIH to HBCUs, better position MBEs to expand into next-generation industries, and help generate additional revenue that will support the long term sustainability of minority serving institutions.

The U.S. Census Bureau projects that by 2044, minority groups will collectively represent the majority of our population. As our demographics shift, America's continued global competitiveness is dependent on ensuring that all communities participate in research, commercialization and new job creation. I applaud NIH for their efforts to diversify the universities and businesses that focus on their mission "to seek fundamental knowledge about the nature and behavior of living systems and the application of that knowledge to enhance health, lengthen life, and reduce illness and disability."

I am delighted to be part of this discussion, and thank you for your leadership in the Path to Sustainability.

Sincerely,

Alejandra Y Castillo
National Director

March 7, 2016

Diane J. Frasier
Head of Contracting Activity
Director, Office of Acquisition and Logistics management
Office of management
National Institutes of Health
6100 Executive Blvd., Suite 6D01
Bethesda, MD 20892-7540

Dear Ms. Frasier:

Congratulation on the progress you and your team have made toward implementing the President's Executive Order 13532 which promotes excellence, innovation and sustainability at our HBCU institutions.

The goal of increasing the engagement of the schools in supporting the important work of the NIH has already resulted in direct, successful engagements. This year's "Path to Sustainability" Symposium offers a rich agenda and important opportunities for government, academic and business leaders to gather and forge even stronger relationships that will further enhance the success of your efforts.

I look forward to learning about the outcomes from this week's Symposium and of course, to my continued work with you and the HBCU institutions as opportunities arise.

Sincerely,

A handwritten signature in black ink, reading "Louis W. Sullivan, M.D." in a cursive script.

Louis W. Sullivan, M.D.
Chairman & C.E.O.

March 3, 2016

Diane J. Frasier
Director, Office of Acquisition and Logistics Management
Office of Management
National Institute of Health
6100 Executive Blvd., Suite 6D01
Bethesda, MD

Ms. Frasier,

Thank you for your leadership and support for the second symposium for the National Institutes of Health (NIH) Acquisition Support of White House Executive Order 13532 -- Promoting Excellence, Innovation, and Sustainability at Historically Black College and Universities (HBCUs) with the theme of this year's program "Teaming for Opportunities in Biomedical (BIG) Data."

The symposium has reenergized supporter of HBCUs who now see there is a way through academic industrial partnerships to provide the additional resources our schools need so they can do their mission of educating the next generation of community leaders. The symposium scheduled after the first anniversary of the Precision Medicine Initiative (PMI) and "Moonshot" for Cancer research has opened up opportunities for both our institutions to participate in America's new economy. Finally, the academic industrial roundtable that will bring leaders from academia and industry together to determine how we get more minorities into research and development activities.

The Emerging Consortium is proud to be working with your office on this transformative event for Historically Black Colleges and Universities.



Darold Hamlin
President
Emerging Technology Consortium



Lyn R. Williams
Executive Director
Emerging Technology Consortium

Executive Order 13532 -- Promoting Excellence, Innovation, and Sustainability at Historically Black Colleges and Universities

By the authority vested in me as President by the Constitution and the laws of the United States of America, in order to advance the development of the Nation's full human potential and to advance equal opportunity in higher education, strengthen the capacity of historically black colleges and universities to provide the highest quality education, increase opportunities for these institutions to participate in and benefit from Federal programs, and ensure that our Nation has the highest proportion of college graduates in the world by the year 2020, it is hereby ordered as follows:

Section 1. Policy. Historically black colleges and universities (HBCUs) have made historic and ongoing contributions to the general welfare and prosperity of our country. Established by visionary leaders, America's HBCUs, for over 150 years, have produced many of the Nation's leaders in business, government, academia, and the military and have provided generations of American men and women with hope and educational opportunity. The Nation's 105 HBCUs are located in 20 States, the District of Columbia, and the U.S. Virgin Islands and serve more than 300,000 undergraduate and graduate students. These institutions continue to be important engines of economic growth and community service, and they are proven ladders of intergenerational advancement for men and women of all ethnic, racial, and economic backgrounds, especially African Americans. These institutions also produce a high number of baccalaureate recipients who go on to assume leadership and service roles in their communities and who successfully complete graduate and professional degree programs.

Sec. 2. White House Initiative on HBCUs.

(a) Establishment. There is established the White House Initiative on Historically Black Colleges and Universities (Initiative), to be housed in the Department of Education (Department).

(b) Mission and Functions. The Initiative shall work with executive departments, agencies, and offices, the private sector, educational associations, philanthropic organizations, and other partners to increase the capacity of HBCUs to provide the highest-quality education to a greater number of students, and to take advantage of these institutions' capabilities in serving the Nation's needs through five core tasks:

- (i) Strengthening the capacity of HBCUs to participate in Federal programs;
- (ii) Fostering enduring private-sector initiatives and public-private partnerships while promoting specific areas and centers of academic research and programmatic excellence throughout all HBCUs;

(iii) Improving the availability, dissemination, and quality of information concerning HBCUs to inform public policy and practice;

(iv) Sharing administrative and programmatic practices within the HBCU community for the benefit of all; and

(v) Exploring new ways of improving the relationship between the Federal Government and HBCUs.

(c) Administration. There shall be an Executive Director of the Initiative. The Department shall provide the staff, resources, and assistance for the Initiative, and shall assist the Initiative in fulfilling its mission and responsibilities under this order.

(d) Federal Agency Plans. (1) Each executive department and agency designated by the Secretary of Education (Secretary) shall prepare an annual plan (agency plan) of its efforts to strengthen the capacity of HBCUs through increased participation in appropriate Federal programs and initiatives. Where appropriate, each agency plan shall address, among other things, the agency's proposed efforts to:

(i) Establish how the department or agency intends to increase the capacity of HBCUs to compete effectively for grants, contracts, or cooperative agreements and to encourage HBCUs to participate in Federal programs;

(ii) Identify Federal programs and initiatives in which HBCUs may be either underserved or underused as national resources, and improve HBCUs' participation therein; and

(iii) Encourage public-sector, private-sector, and community involvement in improving the overall capacity of HBCUs.

(2) Each department and agency, in its agency plan, shall provide appropriate measurable objectives and, after the first year, shall annually assess that department's or agency's performance on the goals set in the previous year's agency plan.

(3) The Secretary shall establish a date by which agency plans shall be submitted to the Secretary. The Secretary and the Executive Director shall review the agency plans in consultation with the President's Board of Advisors on HBCUs, established in section 3 of this order, and shall submit to the President an annual plan to strengthen the overall capacity of HBCUs.

(4) To help fulfill the objectives of these plans, the head of each department and agency identified by the Secretary shall provide, as appropriate, technical assistance and information to the Executive Director for

purposes of communicating with HBCUs concerning program activities of the department or agency and the preparation of applications or proposals for grants, contracts, or cooperative agreements.

(5) To help fulfill the goals of this order, each executive department and agency identified by the Secretary shall appoint a senior official to report directly to the department or agency head with respect to that department's or agency's activities under this order, and to serve as liaison to the President's Board of Advisors on HBCUs and to the Initiative.

(e) Interagency Working Group. There is established the Interagency Working Group, which shall be convened by the Executive Director and that shall consist of representatives from agencies designated by the Secretary, to help advance and coordinate the work of Federal agencies pursuant to this order, where appropriate.

Sec. 3. President's Board of Advisors on HBCUs.

(a) Establishment. There is established in the Department the President's Board of Advisors on Historically Black Colleges and Universities (the Board). The Board shall consist of not more than 25 members appointed by the President. The President shall designate one member of the Board to serve as Chair, who shall coordinate with the Executive Director to convene meetings and help direct the work of the Board. The Board shall include representatives of a variety of sectors, including philanthropy, education, business, finance, entrepreneurship, innovation, and private foundations, as well as sitting HBCU presidents.

(b) Mission and Functions. Through the Initiative, the Board shall advise the President and the Secretary on all matters pertaining to strengthening the educational capacity of HBCUs. In particular, the Board shall advise the President and the Secretary in the following areas:

- (i) Improving the identity, visibility, and distinctive capabilities and overall competitiveness of HBCUs;
- (ii) Engaging the philanthropic, business, government, military, homeland-security, and education communities in a national dialogue regarding new HBCU programs and initiatives;
- (iii) Improving the ability of HBCUs to remain fiscally secure institutions that can assist the Nation in reaching its goal of having the highest proportion of college graduates by 2020;
- (iv) Elevating the public awareness of HBCUs; and
- (v) Encouraging public-private investments in HBCUs.

(c) Administration. The Executive Director of the Initiative shall also serve as the Executive Director of the Board. The Department shall provide funding and administrative support for the Board to the extent permitted by

law and within existing appropriations. Members of the Board shall serve without compensation, but shall be reimbursed for travel expenses, including per diem in lieu of subsistence, as authorized by law. Insofar as the Federal Advisory Committee Act, as amended (5 U.S.C. App.), may apply to the Board, any functions of the President under that Act, except for those of reporting to the Congress, shall be performed by the Secretary, in accordance with guidelines issued by the Administrator of General Services.

(d) Report. As part of the annual report of the Initiative, the Board shall report to the President and the Secretary on their progress in carrying out its duties under this section.

Sec. 4. General Provisions. (a) For the purposes of this order, "historically black colleges and universities" shall mean those institutions listed in 34 C.F.R. 602.8.

(b) This order shall apply to executive departments and agencies designated by the Secretary. Those departments and agencies shall provide timely reports and such information as is required to effectively carry out the objectives of this order.

(c) The heads of executive departments and agencies shall assist and provide information through the White House Initiative to the Board, consistent with applicable law, as may be necessary to carry out the functions of the Board. Each executive department and agency shall bear its own expenses of participating in the Initiative.

(d) Nothing in this order shall be construed to impair or otherwise affect:

- (i) The authority granted by law to an executive department, agency, or the head thereof; or
- (ii) The functions of the Director of the Office of Management and Budget relating to budgetary, administrative, or legislative proposals.

(e) This order shall be implemented consistent with applicable law and subject to the availability of appropriations.

(f) This order is not intended to, and does not, create any right or benefit, substantive or procedural, enforceable at law or in equity by any party against the United States, its departments, agencies, or entities, its officers, employees, or agents, or any other person

(g) Executive Order 13256 of February 12, 2002, is hereby revoked.

BARACK OBAMA
THE WHITE HOUSE
February 26, 2010.

National Institutes of Health
Historically Black Colleges and Universities
Awards FY13-FY15

FY2013

Total Amount of Contracts and Purchase Orders Awarded - 23
Total Amount of Contract and Purchase Order Obligations \$3,780,660.00

FY2014

Total Amount of Contracts and Purchase Orders Awarded - 20
Total Amount of Contract and Purchase Order Obligations \$2,659,787.00

FY2015

Total Amount of Contracts and Purchase Orders Awarded = 20
Total Amount of Contract and Purchase Order Obligations = \$2,637,728.00

Path to Sustainability Pilot Program Institutions



HBCU Research Institutions by the Carnegie Classification of Institutions of Higher Education

Alabama Agricultural & Mechanical University
Alcorn State University
Clark Atlanta University
Delaware State University
Florida Agricultural and Mechanical University
Fayetteville State University
Ft. Valley State University
Hampton University
Howard University
Jackson State University
Kentucky State University
Langston University
Lincoln University
Meharry Medical College
Morehouse School of Medicine
Morgan State University
North Carolina Agricultural and Technical State University
North Carolina Central University
Prairie View A&M University
Southern University-Baton Rouge
Tennessee State University
Tuskegee University
University of the District of Columbia
University of Maryland Eastern Shore
Virginia State University
Xavier University



NIH Mission

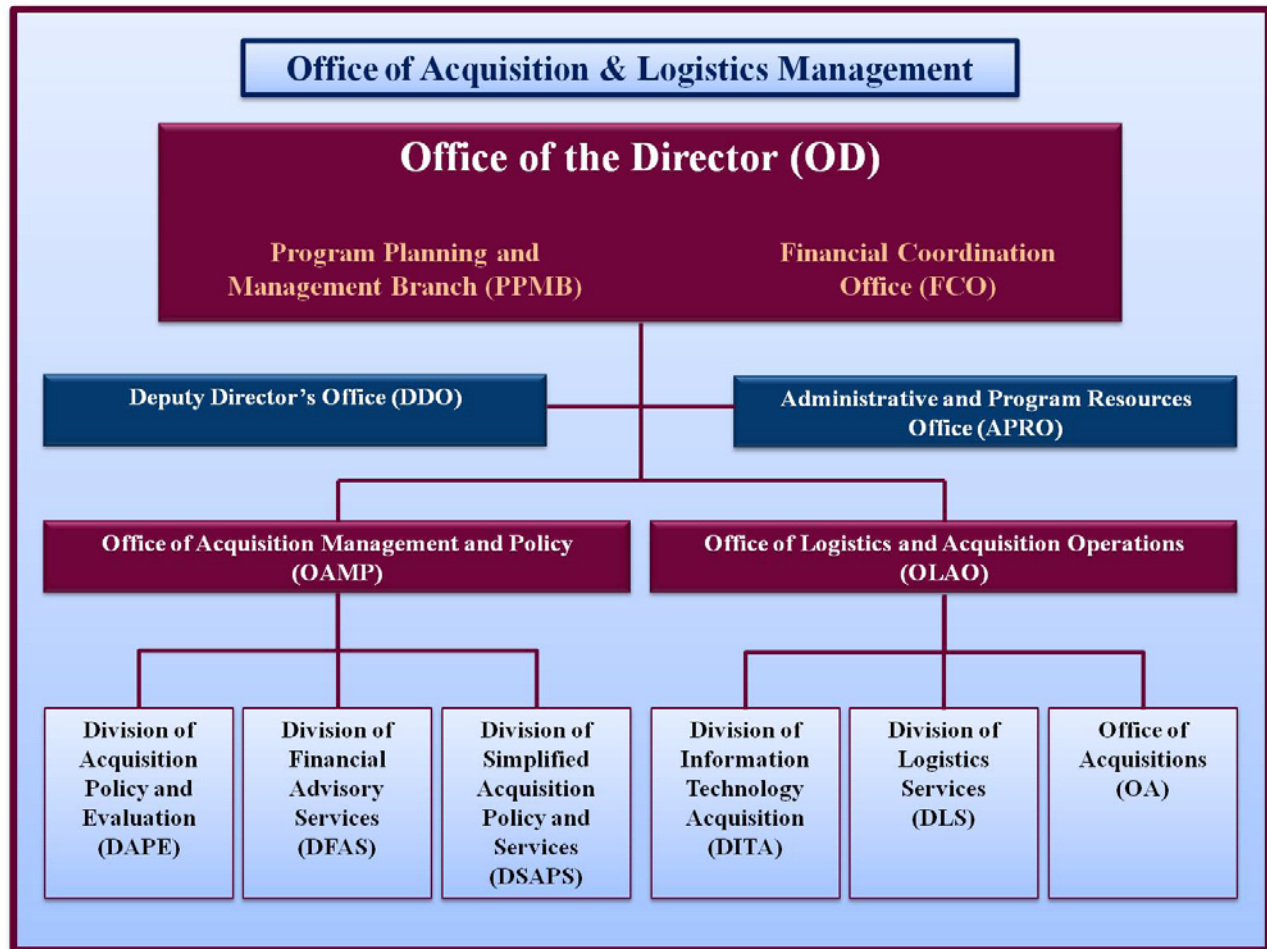
The NIH mission is to discover knowledge that will lead to better health for everyone. The NIH accomplishes this mission by supporting and conducting both basic and applied biomedical and behavioral science research.

One of the world's foremost centers for biomedical and behavioral science research, and the foundation that supports U.S. efforts to fight disease. The budget for FY15 was approximately \$30.9 billion.

NIH

Office of Acquisitions and Logistics Management (OALM)

Organization Chart



OALM Leadership

Diane J. Frasier	HCA, OALM, Director
Todd C. Cole	OALM, Deputy Director
Glynis Fisher	OAMP, Associate Director
Brian Goodger	OLAO, Associate Director

NIH Institutes and Centers (ICs)

28 Institutes and Centers



NIH

Offices of Acquisitions

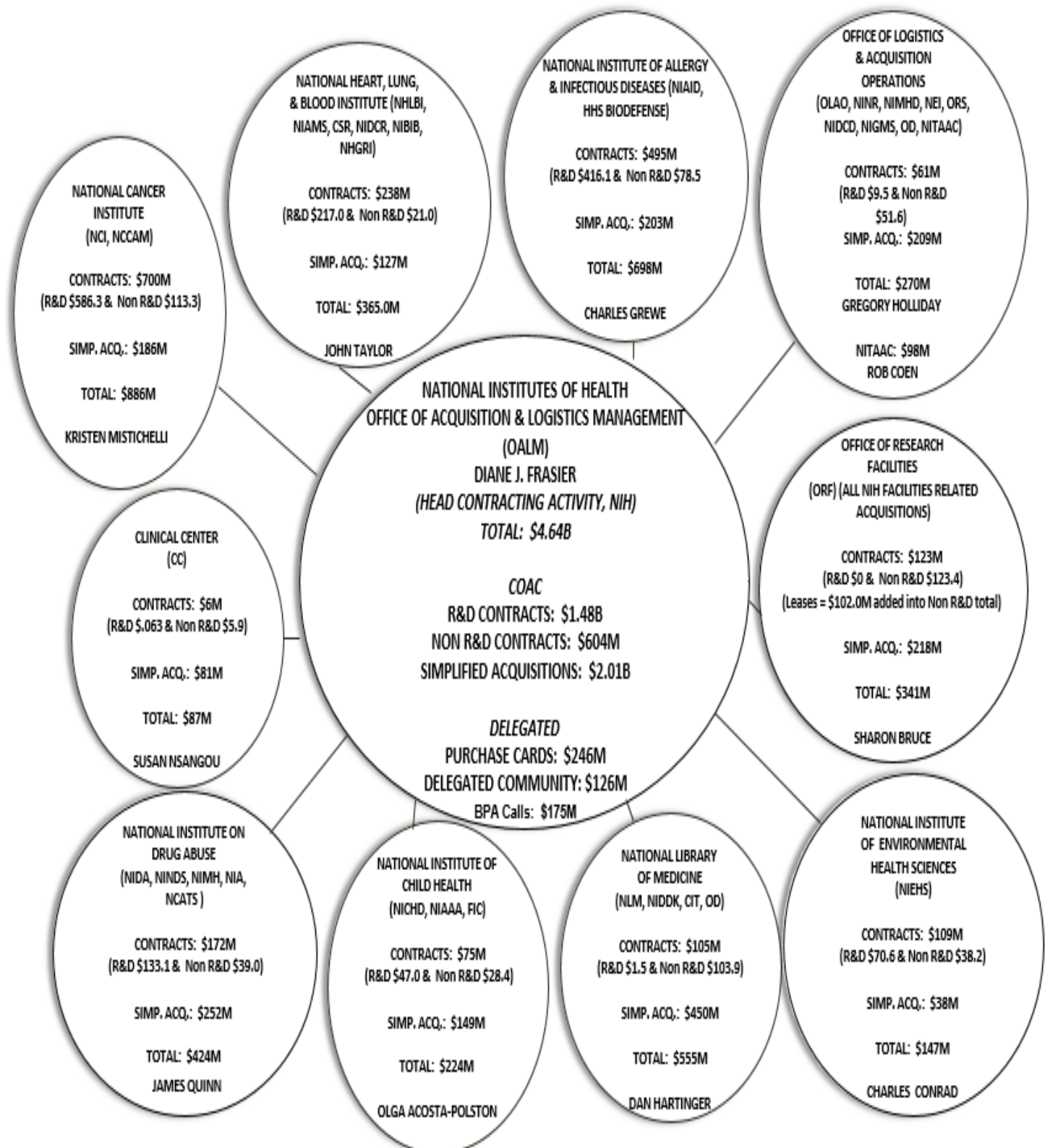
Office of Acquisitions	Chief Contracting Officer	Institute/Center Served
NCI	Kristen Mistichelli	NCI, NCCAM
NHLBI	John Taylor	NHLBI, CSR, NIAMS, NIDCR, NIBIB, NCRR, NHGRI
NLM	Dan Hartinger	NLM, CIT, OD, (OBSSR, OER, eRA)
NICHD	Olga Acosta-Polston	NICHD, NIAAA, FIC, NIDDK
Neurosciences	James Quinn	NIDA, NINDS, NIMH, NIA
OLAO	Greg Holliday	NINR, NEI, NIDCD, NIGMS, OD
NIAID	Charles Grewe	NIAID, HHS Biodefense
NIEHS	Charles Conrad	NIEHS
CC	Susan Nsangou	CC
NITAAC	Robert Coen	NIH Information Technology Acquisition and Assessment Center
ORF	Sharon Bruce	All NIH facilities and facilities-related acquisitions

NIH

Simplified Acquisition Listing

<p>Lisa Portner National Institute of Heart Lung and Blood Team Lead COAC Branch 6701 Rockledge Drive, Room 6136 Bethesda, MD 20817 Phone: 301-435-0326</p>	<p>Brendan Miller Office of Logistics and Acquisition Operations Branch Chief, Simplified Acquisitions Office of Acquisitions – Branch 5 6011 Executive Blvd., Room 529K Rockville, MD 20852 Phone: 301-496-6529</p>
<p>Chris Belt National Institute of Drug Abuse Branch Chief, Simplified Acquisitions Office of Acquisitions 31 Center Drive, Room 1B59, MSC 2080 Bethesda, MD 20817 Phone: 301-443-2104</p>	<p>Marlene Mireles The Eunice Kennedy Shriver National Institute of Child Health and Human Development Office of Acquisitions 6100 Executive Blvd., Suite 5200 Rockville, MD 20852 Phone: 301-433-7795</p>
<p>Susan Nsangou National Institutes of Health Clinical Center Director, Office of Purchasing and Contracts 6707 Democracy Blvd., Room 106L Bethesda, MD 20817 Phone: 301-496-9351</p>	<p>Robin Shafer Office of Research Facilities Senior Contracting Officer, Branch Chief Office of Acquisitions Bldg. 13, Room 2E47 Bethesda, MD 20892 Phone: 301-402-0878</p>
<p>Charles Conrad National Institute of Environmental Health Sciences Director Office of Acquisitions 4505 Emperor Blvd., Suite 200 Durham, NC 27703 Phone: 919-541-5415</p>	<p>Anita Hughes National Cancer Institute Chief, Purchasing Support and Branch Office of Acquisitions 9609 Medical Center Drive Bethesda, MD 20892 Phone: 301-402-4511</p>
<p>Karen Miller National Library of Medicine Branch Chief Office of Acquisitions 6707 Democracy Blvd., Suite 105 Bethesda, MD 20817 Phone: 301-496-6546</p>	<p>Pam Nevels National Institute of Allergy and Infectious Diseases Branch Chief Office of Acquisitions 10401 Fernwood Road, Room 2Ne80 Bethesda, MD 20817 Phone: 240-669-5089</p>
<p>Alberta Galek National Institute on Aging/IRP Purchasing Agent Office of Acquisitions 251 Bayview Blvd. Suite 100, Room 04C009A Baltimore, MD 21224-2815 Phone: 410-558-8439</p>	<p>Lynda Kieres National Institute of Allergy and Infectious Diseases Supervisory Procurement Analyst Office of Acquisitions 903 South 4th Street Hamilton, MT 59840 Phone: 406-363-9210</p>

NIH Acquisition Organization FY 2014



What Does NIH Buy?

PRODUCTS

Supplies, textile goods, office furniture, chemicals, paper products, machinery, office machines, computer equipment, laboratory equipment, instrumentation and communication equipment

INFORMATION TECHNOLOGY

IT products, management services, data entry, training, software development, maintenance, and analysis

CONSTRUCTION SERVICES

Architectural and engineering services, construction of dwellings, office buildings, laboratories and medical facilities, renovations and alterations

SERVICES

Consulting, studies, conferences, training, planning, technical assistance, clearinghouse, survey, data collection/ analysis, logistical and management support, evaluations, biomedical research and public awareness programs.

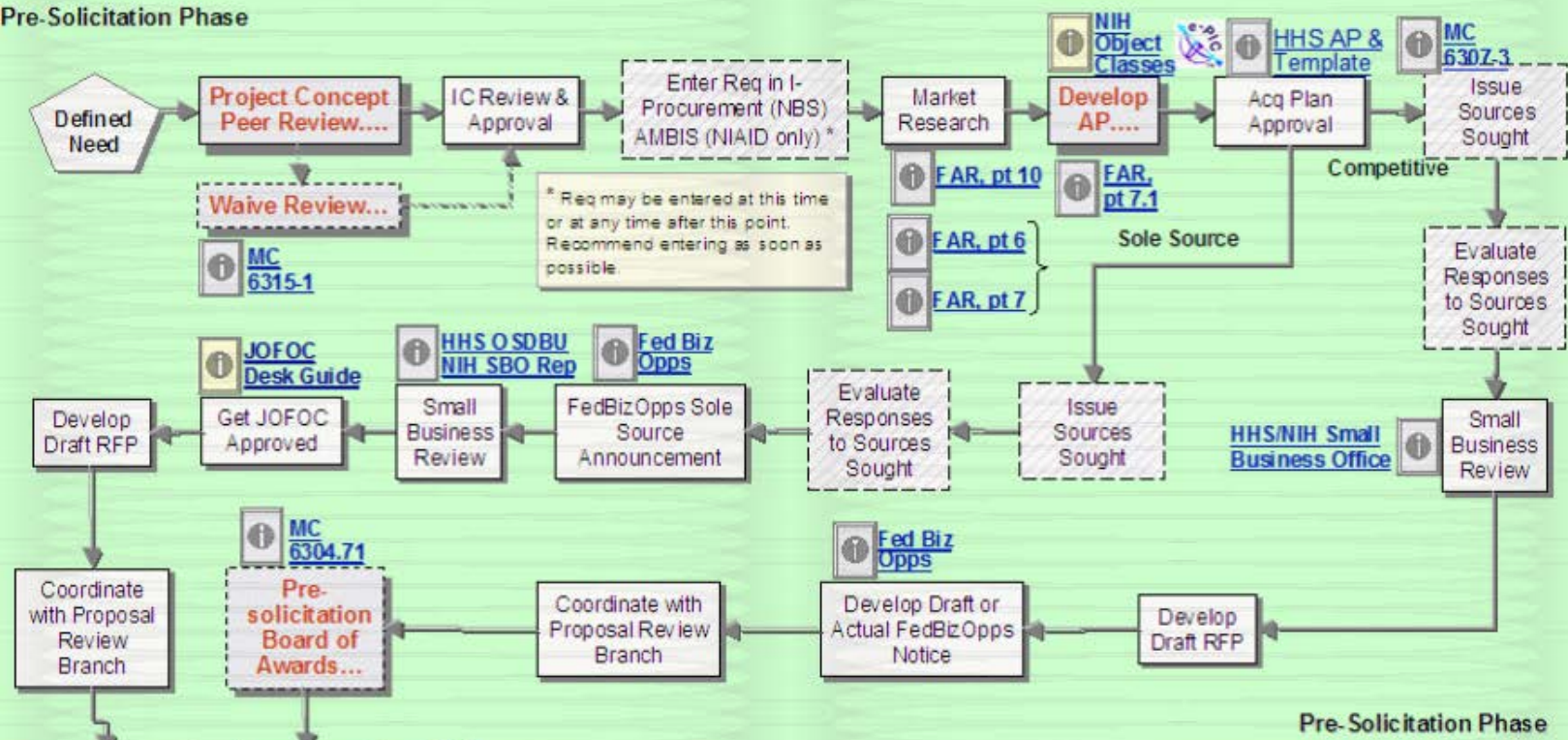
RESEARCH AND DEVELOPMENT

Includes clinical trials, pharmacological studies, genetics and biology investigations, vaccine development and testing, and environmental research.

Most of the contract obligations stem from this.

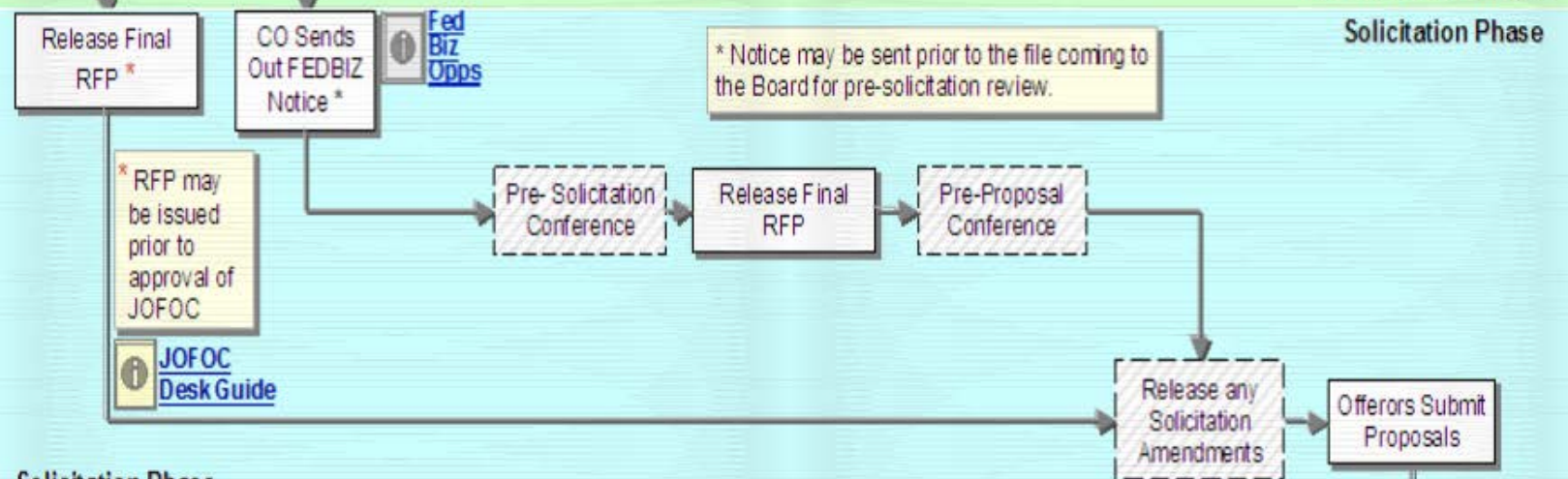
NIH Research and Development Contracting Process

Pre-Solicitation Phase



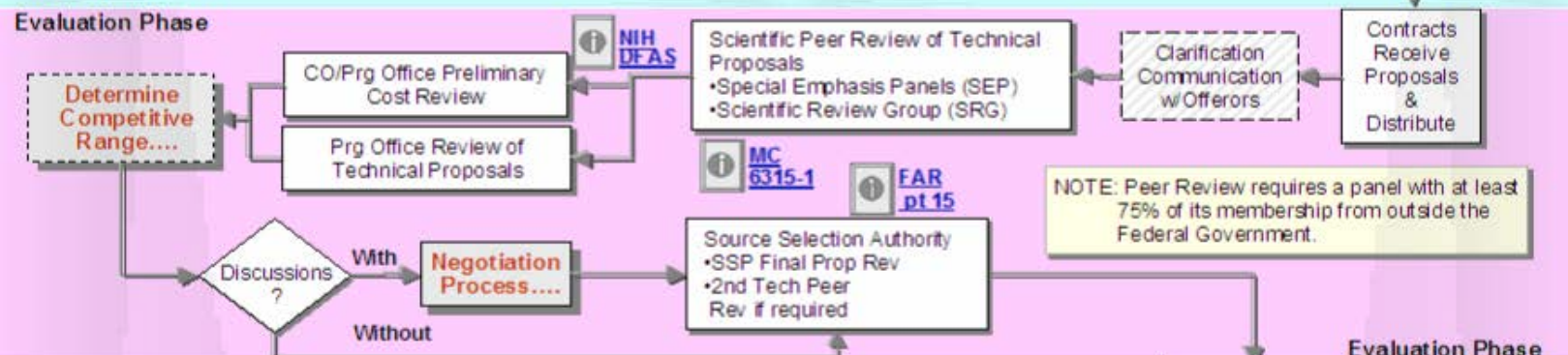
Pre-Solicitation Phase

Solicitation Phase



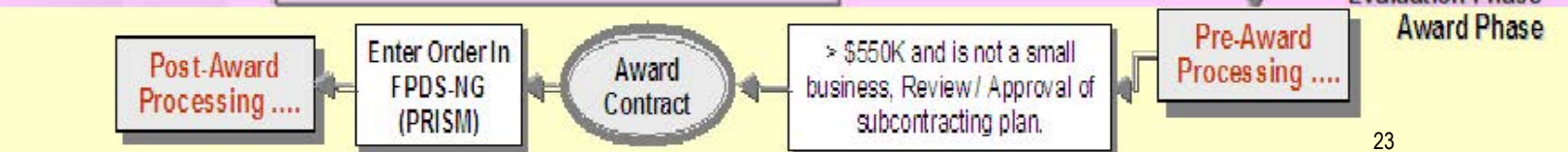
Solicitation Phase

Evaluation Phase



Evaluation Phase

Award Phase



Award Phase

Research and Development (R&D) Acquisitions



- Most of NIH's R&D acquisitions are for services
- Products used in labs for on-campus intramural research are also procured
 - Products include centrifuges, spectrometers, incubators, microscopes, sterilizers, sequences, etc.
- Most R&D services are conducted at extramural universities, hospitals and private labs
 - Services include studies, clinical trials, testing, evaluating of diseases, medicines, etc.
 - Most R&D project entail several years of research (beyond 5 years) and multi-million dollar projects



Helpful Hints

- Starting out it may be difficult to deal with all 27 Institutes and Centers (ICs)
 - Focus on a niche health area or service area and align with a couple ICs
 - Requirements start in the program area
 - Contact the Director of the respective Office of Acquisition only for leads – focus on meeting with program areas
 - Review information on the selected ICs internet site and FedBizOpps to better understand NIH requirements and prime contractors
- Visit scientific conferences, provide demos of cutting edge/niche products and services, and market to the programs
- Work towards subcontracts if the prime contracts are not forthcoming – learn from existing contractors
- Start with small Blanket Purchase Agreements (BPA) or purchase orders, if necessary

Federal Business Opportunities (FBO Website)

Monitor the FedBizOpps (FBO) website www.fbo.gov for solicitations.

FBO is also used for the following announcements:

Market research/sources sought notices

Open market requirements > \$25,000 are synopsized

Commercial item/services using simplified procedures \$25,000 – \$6.5 million may have combined synopsis/solicitations

Pre-solicitation announcements for possible teaming arrangements

Award notices for potential subcontracting opportunities

Sources Sought Notices

Purpose

Government uses market research to determine potential small business set-asides for upcoming requirements.

Where are Sources Sought Notices Posted?

Sources Sought Notice are published on the FBO website.

Please Note: R&D requirements may be published in the NIH Guide for Grants and Contracts

What does a response to a Sources Sought Notice Do?

It lets NIH know your firm is out there!

Helps support the rule of 2 [i.e., if there are 2 qualified small businesses (or other socioeconomic category) that can perform the work] which is necessary for a small business set-aside.

May lead to a pre-solicitation vendor conference between program, Contracting Officer, and the vendor.

Sources Sought Notices

Interested parties should review sources sought and respond by carefully addressing all requirements by the due date and time.

Pay particular attention to the SOW requirements, any capabilities stated in the notice, due date and time.

Identify your specific business size (small, Hubzone, etc.) and your specific capability relative to the requirement.

Your response may include, but not be limited to:

- Past successful technical approaches

- Documented experience

- Proposed staff and training

- Facilities and equipment

Address exactly what is in the notice; be clear, thorough and concise as there may be page limits.

Seek clarification as necessary.

<u>TERM</u>	<u>DESCRIPTION</u>
ACQUISITION	Acquiring by contract with appropriated funds of supplies or services (including construction) by and for the use of the Federal Government through purchase or lease, whether the supplies or services are already in existence or must be created, developed, demonstrated, and evaluated. Acquisition begins at the point when agency needs are established and includes the description of requirements to satisfy agency needs, solicitation and selection of sources, award of contracts, contract financing, contract performance, contract administration, and those technical and management functions directly related to the process of fulfilling agency needs by contract.
ACQUISITION PLAN	The document requesting acquisition action and facilitating development of the request for proposal. This document completes the acquisition planning phase and begins the solicitation phase.
ACQUISITION PLANNING	The process by which the efforts of all personnel responsible for an acquisition are coordinated and integrated through a comprehensive plan for fulfilling the agency need in a timely manner and at a reasonable cost. It includes developing the overall strategy for managing the acquisition.
AWARD	The provision of funds by NIH based on a solicitation and offer and a mutually binding agreement between the NIH and an organizational entity or individual to provide supplies or services.
BASIC ORDERING AGREEMENT (BOA)	A general outline of the supplies or services to be provided by the contractor.
BASIC RESEARCH	That research directed toward increasing knowledge in science. The primary aim of basic research is a fuller knowledge or understanding of the subject under study, rather than any practical application of that knowledge.
BEST VALUE	The expected outcome of an acquisition that, in the Government's estimation, provides the greatest overall benefit in response to the requirement.
BID BOARD	A local or electronic location on which the currently open solicitations are placed for public review by interested potential offerors, suppliers, or vendors.
BLANKET PURCHASE AGREEMENT (BPA)	A simplified method of filling anticipated repetitive needs for supplies or services by establishing "charge accounts" with qualified sources of supply including Federal Supply Schedule and open market vendors. The BPA establishes no contractual obligation on either party to buy or sell. A BPA Call is the mechanism used to place orders and obligate funds.
BPA Call	A mechanism used to place orders against Blanket Purchase Agreements processed through NBS.
BROAD AGENCY ANNOUNCEMENT (BAA)	A general announcement of an agency's research interest including criteria for selecting proposals and soliciting the participation of all offerors capable of satisfying the Government's needs (see 6.102(d)(2)).
BUSINESS EVALUATION	Measuring a business proposal against the business requirements of the acquisition and rating the proposal accordingly
COGNIZANT FEDERAL AGENCY	The Federal agency that, on behalf of all Federal agencies, is responsible for establishing final indirect cost rates and forward pricing rates, if applicable, and administering cost accounting standards for all contracts in a business unit
COMPETITION	Is required by the FAR to ensure that a reasonable number of quotations/bids/offers are obtained from qualified sources when making awards above the micro-purchase threshold.
COMPETITION ADVOCATE	The person within each acquisition activity responsible for challenging barriers to, and promoting, full and open competition.
COMPETITION IN	A law that requires full and open competition for Federal contracts.

CONTRACTING ACT (CICA)	
COMPETITIVE PROPOSAL	One of the proposals received in response to a solicitation that has a real and reasonable chance of being selected for award of the contract.
COMPETITIVE RANGE	The competitive range identifies those offerors with whom NIH will conduct negotiations, and is composed of all of the most highly rated proposals, unless the range is further reduced for purposes of efficiency.
CONSENT TO SUBCONTRACT	The contracting officer's written consent for the prime contractor to enter into a particular subcontract
CONTRACT (CNT)	A mutually binding legal relationship obligating the seller to furnish the supplies or services (including construction) and the buyer to pay for them. It includes all types of commitments that obligate the Government to an expenditure of appropriated funds and that, except as otherwise authorized, are in writing. In addition to bilateral instruments, contracts include (but are not limited to) awards and notices of awards; job orders or task letters issued under basic ordering agreements; letter contracts; orders, such as purchase orders, under which the contract becomes effective by written acceptance or performance; and bilateral contract modifications. Contracts do not include grants and cooperative agreements covered by 31 U.S.C. 6301, et seq. For discussion of various types of contracts, see FAR Part 16.
CONTRACT ADMINISTRATION	The management of all facets of the contracts to ensure that the Contractor's total performance is in accordance with its contractual Commitments and that the obligations of the Government are fulfilled.
CONTRACT ADMINISTRATION OFFICE	An office that performs- <ol style="list-style-type: none"> 1. Assigned post-award functions related to the administration of contracts; and 2. Assigned pre-award functions.
CONTRACT CLAUSE	A term or condition used in contracts or in both solicitations and contracts, and applying after contract award or both before and after award.
CONTRACT FILE	Is the official record of the contract. It should contain, at a minimum, a copy of the Acquisition Plan, the requisition and actions listed, if applicable, at FAR 4.803, and the contract.
CONTRACT MODIFICATION	Any written change in the terms of a contract (see FAR 43.103).
CONTRACTING	Purchasing, renting, leasing, or otherwise obtaining supplies or services from nonfederal sources. Contracting includes description (but not determination) of supplies and services required, selection and solicitation of sources, preparation and award of contracts, and all phases of contract administration. It does not include making grants or cooperative agreements.
CONTRACTING ACTIVITY	An element of an agency designated by the agency head and delegated broad authority regarding acquisition functions
CONTRACTING OFFICE	An office that awards or executes a contract for supplies or services and performs post-award functions not assigned to a contract administration office.
CONTRACTING OFFICER (CO)	A person with the authority to enter into, administer, and/or terminate contracts and make related determinations and findings. The term includes certain authorized representatives of the contracting officer acting within the limits of their authority as delegated by the contracting officer. "Administrative contracting officer (ACO)" refers to a contracting officer who is administering contracts. "Termination contracting officer (TCO)" refers to a contracting officer who is settling terminated contracts. A single contracting officer may be responsible for duties in any or all of these areas. Reference to administrative contracting officer or termination contracting officer does not-

	<ol style="list-style-type: none"> 1. Require that a duty be performed at a particular office or activity; or 2. Restrict in any way a contracting officer in the performance of any duty properly assigned.
CONTRACTOR	Any individual or other legal entity that provides quotations/bids/offers to the Government and is awarded a contract.
COOPERATIVE AGREEMENT	One of the financial assistance mechanisms, used when the purpose is support or stimulation of research, and substantial involvement by Federal program staff with the recipient during performance is anticipated.
COST ADVISORY REPORT	A commentary on the price and cost analysis of the offeror's proposal.
COST REALISM	<p>The costs in an offeror's proposal-</p> <ol style="list-style-type: none"> 1. Are realistic for the work to be performed; 2. Reflect a clear understanding of the requirements; and 3. Are consistent with the various elements of the offeror's technical proposal.
DEBARMENT	Means action taken by a debarring official under 9.406 to exclude a contractor from Government contracting and Government-approved subcontracting for a reasonable, specified period; a contractor that is excluded is debarred.
DELIVERY ORDER (Internal)	An order for supplies placed against an established contract awarded by NIH.
DELIVERY ORDER (External)	An order for supplies placed against an established contract or Federal Supply Schedule, awarded by a Government Agency other than NIH.
EVALUATION CRITERIA	Criteria by which proposals will be evaluated.
EXTRAMURAL RESEARCH	Is funded through NIH grants, cooperative agreements, and research contracts. Extramural research is done elsewhere, external to NIH, in private industry, universities, hospitals and other non-profit institutions.
FEDBIZOPPS (FBO)	For any requirement in the FAR to publish a notice, the contracting officer must transmit the notices to the Governmentwide Point of Entry (GPE). The FedBizOpps satisfies this requirement. See FAR Part 5.
FEDERAL ACQUISITION REGULATION (FAR)	The regulation governing civilian Federal executive agencies in the acquisition of supplies and services with appropriated funds.
FEDERAL SUPPLY SCHEDULE (FSS)	Federal Supply Schedules, directed and managed by GSA, established with commercial firms to provide agencies with supplies, services and equipment at discounted prices for a given period of time.
FINAL INDIRECT COST RATE	The indirect cost rate established and agreed upon by the Government and the contractor as not subject to change. It is usually established after the close of the contractor's fiscal year (unless the parties decide upon a different period) to which it applies. For cost-reimbursement research and development contracts with educational institutions, it may be predetermined; that is, established for a future period on the basis of cost experience with similar contracts, together with supporting data.
FINAL PROPOSAL REVISION	Vendor's best and final offer to the government for the goods or services which are being procured.
FIRM FIXED PRICE (FFP)	A type of contract under which the government agrees to purchase goods or services at a set price.

FULL AND OPEN COMPETITION	Used with respect to a contractual action, means that all responsible sources are permitted to compete.
GENERAL AND ADMINISTRATIVE (G&A) EXPENSE	Any management, financial, and other expense which is incurred by or allocated to a business unit and which is for the general management and administration of the business unit as a whole. G&A expense does not include those management expenses whose beneficial or causal relationship to cost objectives can be more directly measured by a base other than a cost input base representing the total activity of a business unit during a cost accounting period.
GOVERNMENT WIDE POINT OF ENTRY (GPE)	The single point where Government business opportunities greater than \$25,000, including synopses of proposed contract actions, solicitations, and associated information, can be accessed electronically by the public. The GPE is located at http://www.fedbizopps.gov .
GOVERNMENTWIDE ACQUISITION CONTRACT (GWAC)	A task-order or delivery-order contract for information technology established by one agency for Governmentwide use that is operated— <ol style="list-style-type: none"> 1. By an executive agent designated by the Office of Management and Budget pursuant to 40 U.S.C. 11302(e); or 2. Under a delegation of procurement authority issued by the General Services Administration (GSA) prior to August 7, 1996, under authority granted GSA by former section 40 U.S.C. 759, repealed by Pub. L. 104-106. The Economy Act does not apply to orders under a Governmentwide acquisition contract.
HEAD OF THE CONTRACTING ACTIVITY (HCA)	The official who has overall responsibility for managing the contracting activity.
HHS ACQUISITION REGULATION (HHSAR)	The Department regulation applicable to HHS acquisition activities that implements and supplements the FAR. These regulations are prescribed under 5 U.S.C. 301 and Section 205(c) of the Federal Property and Administrative Services Act of 1949, as amended.
INDEFINITE DELIVERY CONTRACT (IDC)	Provides for varying amounts of supplies or services to be furnished during a fixed period, with deliveries or performance to be scheduled by placing orders with the contractor. With the exception of a minimum quantity, as applicable with the type of IDC, funding is provided with each order placed. An Internal or External Task/Delivery Order (TO/DO) may be used to obligate funds.
INDIRECT COST	Any cost not directly identified with a single, final cost objective, but identified with two or more final cost objectives or an intermediate cost objective.
INDIRECT COST RATE	The percentage or dollar factor that expresses the ratio of indirect expense incurred in a given period to direct labor cost, manufacturing cost, or another appropriate base for the same period (see also final indirect cost rate).
JUSTIFICATION FOR OTHER THAN FULL AND OPEN COMPETITION (JOFOC)	A justification required when any acquisition over the simplified acquisition threshold must be obtained without full and open competitive procedures. Note that justifications (but not formal JOFOCs) must be written and approved for any acquisition described above that is over the micropurchase threshold.
LEVEL OF EFFORT	This type of contract obligates the contractor to devote a specified level of effort for a stated period of time. Usually the minimum and maximum number and type of person-hours or person-months that the Government is purchasing are specified in the contract.
MARKET RESEARCH	Collecting and analyzing information about capabilities within the market to satisfy agency needs
MICRO-PURCHASE	An acquisition of supplies or services, the aggregate amount of which does not exceed the micro-purchase threshold. Micro-purchases for construction are limited to \$2,000. A proposed purchase may not be divided into several purchases for lesser amounts in order

	to use either the micro-purchase or simplified acquisition procedures.
NEGOTIATION	This term refers to the making of purchases and contracts without using sealed bid procedures. Under negotiated contracts, the lowest offeror does not necessarily receive the award. Award is made on the basis of the proposal that offers the greatest advantage to the Government, price and other factors considered.
NIH MANUAL ISSUANCES (6000 Series)	Specific policies and procedures for implementation of the FAR and HHSAR at NIH.
NORTH AMERICAN INDUSTRY CLASSIFICATION SYSTEMS (NAICS) Codes	The system established by the Small Business Administration that sets size standards.
OBLIGATION	A definite commitment which creates a legal liability of the Government for the payment of appropriated funds for goods and services ordered or received.
OFFEROR	An individual or firm responding to a solicitation.
OPEN MARKET SOURCES OF SUPPLY	Vendors who are not required sources for the item or service desired or are not listed on GSA Schedules, NIH ID/IQ contracts, or NIH BPAs.
OPTION	A unilateral right in a contract by which, for a specified time, the Government may elect to purchase additional supplies or services called for by the contract, or may elect to extend the term of the contract.
ORGANIZATIONAL CONFLICT OF INTEREST	Because of other activities or relationships with other persons, a person is unable or potentially unable to render impartial assistance or advice to the Government, or the person's objectivity in performing the contract work is or might be otherwise impaired, or a person has an unfair competitive advantage.
PEER REVIEW	NIH Scientific Peer Review regulations require that ICs obtain peer review of each R&D contract project concept before issuing a Request for Proposals for biomedical and behavioral research (42 CFR 52h.10). The concept identifies the basic purpose, scope and objectives of the project.
PERFORMANCE-BASED ACQUISITION	An acquisition structured around the results to be achieved as opposed to the manner by which the work is to be performed.
PERFORMANCE WORK STATEMENT (PWS)	A statement of work for performance-based acquisitions that describes the required results in clear, specific and objective terms with measurable outcomes.
PRICE ANALYSIS	Means the process of examining and evaluating proposed price without evaluating its separate cost elements and proposed profit.
PROCURING ACTIVITY	Means a component of an executive agency having a significant acquisition function and designated as such by the head of the agency. Unless agency regulations specify otherwise, the term procuring activity is synonymous with contracting activity
PROJECT OFFICER	A program representative responsible for coordinating with acquisition officials on projects for which contract support is contemplated. After award and during contract administration, this representative is referred to as the "Contracting Officer Representative (COR)" The COR is responsible for technical monitoring and evaluation of the contractor's performance after award.
PROPOSAL	A vendor's formal offer to provide specified goods or services to the government for a specified price or cost.
PROPOSAL EVALUATION CRITERIA	Criteria against which proposals are evaluated. The RFP must explain these factors and their order of importance.
PURCHASE CARD	Government-wide commercial credit card used primarily to facilitate micro-purchases. Can also be used as a method of payment for larger purchases under simplified acquisition guidelines.
PURCHASE ORDER (PO)	When issued by the Government, means an offer by the Government to buy supplies or

	services, including construction and research and development, upon specified terms and conditions, using simplified acquisition procedures.
SET-ASIDE	The restricting of certain acquisitions to response by a specific group of sources.
SOLE SOURCE ACQUISITION	Also called non-competitive acquisition. Means a contract or an order for the purchase of supplies or services that is entered into or proposed to be entered into by an agency for soliciting and negotiating with only one source. A justification is required for all sole source orders in excess of the micro-purchase threshold. A formal Justification for Other than Full and Open Competition (JOFOC) is required for actions above the simplified acquisition threshold.
SOLICITATION (SOL)	A document that describes the Government's needs and requests offers or quotations to the Government. Solicitations under sealed bid procedures are called "invitations for bids." Solicitations under negotiated procedures are called "requests for proposals." Solicitations under simplified acquisition procedures may require submission of either a quotation or an offer.
SOURCE EVALUATION PANEL (SEP)	A generic term for an IC committee which evaluates the technical evaluation group recommendations and develops questions to offerors based on identified weaknesses in their proposals. The SEP should comprise, at a minimum, the project and contracting officers, and should be supplemented by at least one other person with appropriate technical expertise.
SOURCE SELECTION PANEL (SSP)	A generic term for an IC panel that evaluates the Final Proposal Revisions and recommends to the CO who should receive an award. The SSP may comprise, at a minimum, the project and contracting officers, and may be supplemented by other persons with appropriate technical expertise.
SOURCE SELECTION AUTHORITY (SSA)	The SSA considers the recommendations of the SSP and any other advisory boards or panels, and selects the source or sources whose proposal(s) offer the best value to the Government. At the NIH, the SSA is usually the contracting officer.
STATEMENT OF WORK (SOW)	The statement of work describes work to be performed rather than the end result to be obtained. It describes precisely and in sufficient detail the work expected in achieving the end objective.
STATEMENT OF OBJECTIVES (SOO)	A Government-prepared document incorporated into the solicitation that states the overall performance objectives. It is used in solicitations when the Government intends to provide the maximum flexibility to each offeror to propose an innovative approach.
TASK ORDER, INTERNAL	An order for services placed against an established contract awarded by the NIH.
TASK ORDER, EXTERNAL	An order for services, placed against an established contract or Federal Supply Schedule, awarded by a Government agency other than NIH.
TECHNICAL EVALUATION PANEL	A review group which provides scientific and technical review and evaluation of proposals for R&D contracts.
UNAUTHORIZED COMMITMENT	An agreement that is not binding solely because the government representative who made it lacked the authority to enter into that agreement on behalf of the government.
UNIQUE AND INNOVATIVE CONCEPT	When used relative to an unsolicited research proposal, means that- <ol style="list-style-type: none"> In the opinion and to the knowledge of the Government evaluator, the meritorious proposal- <ul style="list-style-type: none"> Is the product of original thinking submitted confidentially by one source; Contains new, novel, or changed concepts, approaches, or methods; Was not submitted previously by another; and Is not otherwise available within the Federal Government. In this context, the term does not mean that the source has the sole capability of performing the research.

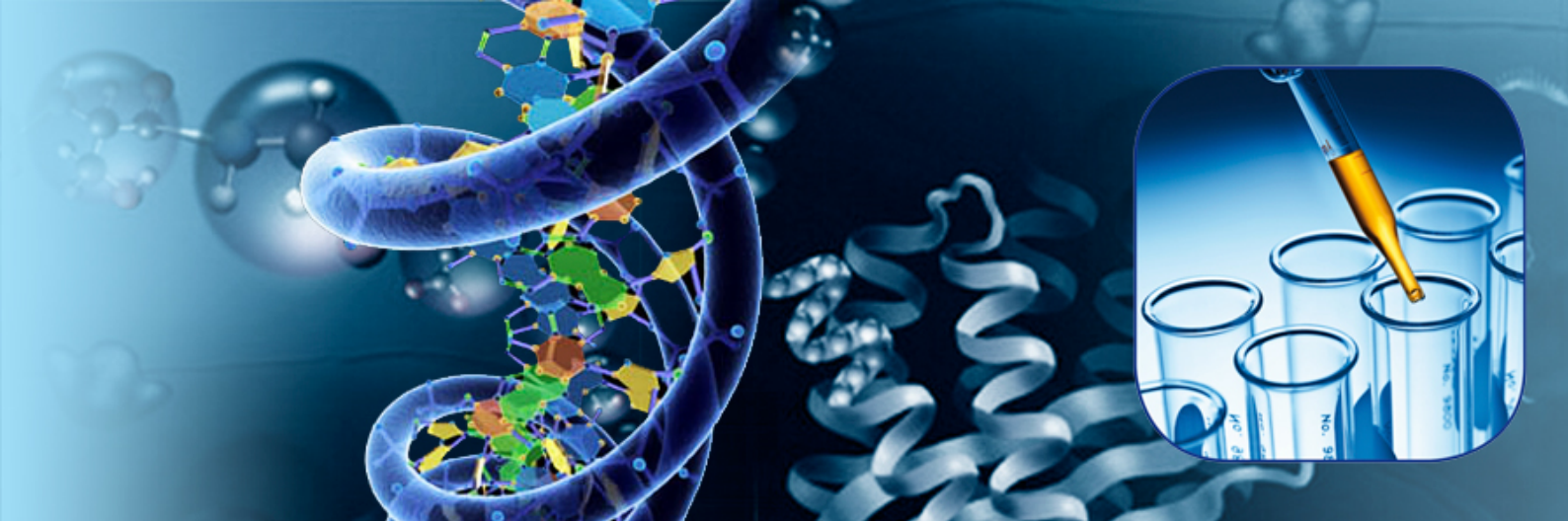
UNSOLICITED PROPOSAL	A written proposal for a new or innovative idea that is submitted to an agency on the initiative of the offeror for the purpose of obtaining a contract with the Government, and that is not in response to a request for proposals, Broad Agency Announcement, Small Business Innovation Research topic, Small Business Technology Transfer Research topic, Program Research and Development Announcement, or any other Government-initiated solicitation or program.
VENDOR	Any individual or other legal entity that may potentially do business with the Federal Government. Upon award of a contract, the vendor becomes a "contractor."

NOTES

Strategic Partners

White House Initiative on HBCU
Minority Business Development Agency
Booz Allen Hamilton
Deloitte Consulting
Federal National Commercial Credit
Lockheed Martin
Northrup Grumman

Network Session immediately following Symposium
North Marriott Hotel
5701 Marinelli Road
North Bethesda, MD 20852
5:00pm



Emerging Technology Consortium Members

SENTEL Corporation

Federal National Payable Incorporated

Bridge Enterprises Incorporated

Management Support Technology Incorporated

Supreme Solutions, Inc. (SSI)

Omni Systems Incorporated

Powell Consulting Group

National Services Corporation

The McConnell Group

ProSource Technology Incorporated

Archura LLC

MSI STEM Research and Development Consortium

Henry M. Terrell and Associates, LLC

B3 Solutions

Engineering Systems Consultants, Incorporated

Innovative Global Security Solutions, LLC

Versa Integrated Solutions Incorporated

Brown Group Consulting, LLC

Succeed to Lead, LLC

Program Management Support provided Supreme Solutions, Inc (SSI)