

Helping Businesses Start, Grow and Succeed

News Release



Small Business Development Center at UCF

March 26, 2012

FOR IMMEDIATE RELEASE

Contact: Hal Thayer, Communications Director, SBDC at UCF, 407.420.4850 or hthayer@bus.ucf.edu

SBDC at UCF Hosts PTAC Government Contracting Program for Small Businesses *Offers Workshops Weekly in April*

Orlando, FL – The Procurement Technical Assistance Center (PTAC) at the Small Business Development Center at the University of Central Florida (SBDC at UCF) is once again presenting a series of four (4) workshops centered on assisting small businesses work with and win contracts from federal, state and local governments. Offered every Tuesday evening during the month of April, the series will cover a broad range of the topics that small businesses must master to do business with governmental agencies.

SBDC at UCF's Government Contracting Series – April 2012

Contracting with the Army (Tuesday, April 3rd from 6:00 – 9:00pm)

Presented by a Senior Army Contracting Command Small Business Advocate, this seminar will provide valuable information on doing business with the Army. The seminar will also address existing contract programs within the Army and marketing strategies and techniques. Attendees will learn first-hand valuable survival tips, news they can use and lessons learned.

GSA Schedules (Tuesday, April 10th from 6:00 – 9:00pm)

This seminar provides an overview of the General Services Administration (GSA), who they are and how they buy. The seminar will define Federal Supply and Multiple Award Schedules and will assist with determining if a schedule is right for a small business, how to submit an offer, and how to administer the contract after award.

Government Contract Law (Tuesday, April 17th from 6:00 – 9:00pm)

A local attorney and former JAG Officer explain how to avoid legal pitfalls when responding to government contracts. Topics for discussion will include various areas of contract law that will help a small business get a better understanding of the legal aspects of government contracting. The speaker is a Fellow of the National Contract Management Association (NCMA) and also represents many clients with government contract disputes and bid protests.

Bids and Proposals(Tuesday, April 24th from 6:00 – 9:00pm)

This seminar provides an overview and stimulates discussion on how to write an effective proposal in response to a government solicitation. The seminar will provide an understanding of the RFP, IFB and RFQ, as well as their differences. Topics include how to find opportunities, bid or no bid decisions, scope/statements of work, qualifications and evaluation criteria, why proposals lose and what to do if a small business wins or loses.

The month-long series of workshops focused on working with and winning contracts from government is produced by the Procurement Technical Assistance Center (PTAC) at the SBDC at UCF. It is part of the Florida PTAC Program established in 1985 to assist businesses located in Florida interested in obtaining contracts with the Department of Defense, other federal agencies and state and local government agencies and government prime contractors.

To register for the workshops or for additional information, visit www.sbdcorlando.com or call 407.420.4850.

--UCF--

With its main office in the National Entrepreneur Center (formerly the Disney Entrepreneur Center) now located at the Fashion Square Mall in Orlando, the Small Business Development Center at the University of Central Florida (SBDC at UCF) is part of the UCF College of Business Administration and the Florida Small Business Development Center Network, providing business seminars and no-cost, one-on-one business consultation to small business owners. The SBDC at UCF serves an eight-county area that includes Brevard, Flagler, Lake, Orange, Osceola, Seminole, Sumter, and Volusia counties and maintains seven satellite service centers. In 2011, the SBDC at UCF helped entrepreneurs create or retain 1,517 jobs, win contract awards worth \$28.9 million, acquire \$17.7 million in capital formation, and increase sales by \$51.9 million. The SBDC at UCF is funded in part through a cooperative agreement with the U.S. Small Business Administration.

SBDC at UCF | 3201 E. Colonial Drive | Orlando, FL 32801 | p 407.420.4850 | f 407.420.4862
sbdc@bus.ucf.edu | www.sbdcorlando.com

State Designated as Florida's Principal Provider of Small Business Assistance