

Training Catalog

North Carolina Military Business Center



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Fayetteville, NC 28302

877-245-5520

Websites:

www.ncmbc.us
www.MatchForce.org
<https://deftech.nc.gov>

If you are interested in specialized training, contact: Courtney Smedick at courtney@ncmbc.us.

Basic Level

Introduction to Federal Contracting

Description. This training is an introduction to doing business with the federal government. Topics trained include: levels of federal purchasing; how the federal government buys products, construction and engineering and non-personal services; marketing a business to the federal government; socio-economic small business programs; registering as a federal contractor; locating, identifying and responding to federal business opportunities; and resources available to assist federal contractors in North Carolina.

Duration: 90 minutes (if a computer lab is available, add an optional additional 30 to 60 minutes to register attendees on MatchForce.org, to review MatchForce.org profiles and to view key government acquisition websites).

Finding and Understanding Federal Solicitations

Description: A follow on to “Doing Business with the Federal Government,” this training focuses on identifying federal websites used by government agencies to advertise current opportunities for goods and services and long-range procurement forecasts. Examples include, but are not limited to Beta.Sam, DIBBS, GSA, DoD E-mail, and Army, Navy, Air Force and other agency-specific websites. The training also addresses how businesses can connect with prime contractors, and web-based resources to identify current federal contractors and potential teaming partners.

Duration: 3 hours.

Doing Business with the General Services Administration

Description. GSA Schedule contracts can be ideal for small businesses that sell products or services that government agencies buy using these contract vehicles. The Schedules program reduces competition and allows vendors to avoid public bids and to close deals quickly, and GSA influences nearly 20% of the government's total annual procurement dollars. Upon completion of this workshop, attendees will be able to respond to a GSA solicitation. Topics include: review of a GSA solicitation, requisite GSA training, and the GSA Vendor Toolbox. Students will start their Readiness Assessment as part of this workshop. A laptop or tablet with wireless internet connection is needed for this training.

Duration: 2 hours.

Wide Area Work Flow: Getting Paid as a Federal Contractor

Description. Upon completion of this training, attendees will be able to describe and utilize the federal government's Wide Area Work Flow (WAWF) system. Topics will include: accessing the WAWF, developing an invoice on WAWF, submitting the invoice, and receiving payment.

Duration: 90 minutes.

Intermediate Level

Defense Contractor Academy (DCA)*

Description: The Defense Contractor Academy (DCA) is the capstone of the NCMBC's intermediate training program. A three-day, resident training event presented at community colleges across the state, the DCA combines many of the intermediate level classes listed below (designated by "DCA" following the course title), which can also be taught as stand-alone classes. Targeted at businesses that are already doing some defense contracting – perhaps through the Government Purchase Card system, in simplified acquisitions or as a subcontractor – intermediate level courses provide the tools businesses need to “move to the next level” in federal contracting.

Duration: 3 days (27 hours)

Effectively Presenting Your Business to the Government, Military & Prime Contractors* (DCA)

Description: This training focuses on real world tips, tricks, tools and lessons learned on how to effectively market a business to federal customers. It also focuses on techniques to market a business to federal prime contractors, in anticipation of teaming on current and future opportunities.

Duration: 2 hours.

Government Contract Opportunities & Contractor Responses* (DCA)

Description. This training provides information on the different types of federal opportunity notifications, from both the government and business perspectives. Topics include: the key components of various opportunity notifications; what the government is stating or implying within the notifications; what actions a business should take upon receipt of notifications; and how businesses should respond to the government for various types of notifications.

Duration: 2 hours.

Leveraging Non-Competitive and Limited Competition Acquisitions and Sources of Supply: MACC/MATOC/SATOCs, GSA, Ability One, GWAC, FEDBID* (DCA)

Description. This training addresses: federal sources of supply other than competitive commercial acquisitions; analyzing GSA to determine applicability for a small business; GSA schedules and first steps in responding to a GSA solicitation; leveraging FEDBID for micro-purchase opportunities; and capabilities of and the opportunity to team with Ability One agencies and Federal Prison Industries (FPI) for products and services procured by federal agencies through these sources.

Duration: 2 hours.

Cost Estimating & Developing Pricing Proposals* (DCA)

Description: Upon completion of this presentation attendees will be able to develop the pricing response to a federal proposal. Topics covered in the class include: direct cost vs. indirect, where to find pricing requirements, RFP team actions for price development, a timeline for developing RFP pricing and pricing development.

Duration: 90 minutes.

Financing Government Contracts* (DCA)

Description. This session provides information about the lending spectrum and discussion of specific contract financing options for federal contractors (private lending and equity; accounts

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receivable financing, or factoring; asset-based lending; commercial bank lending and SBA guarantee programs; and commercial bonds). Duration: 90 minutes.

Cost Accounting Standards & Contract Audits* (DCA)

Description. This session provides information about and discussion of Federal Acquisition Regulations (FAR) regarding cost accounting standards; introduction to the Defense Contract Audit Agency (DCAA) and DCAA audits.

Duration: 2 hours.

Teaming Arrangements that Work: Joint Ventures, Mentor-Protégé Programs and Limitations on Subcontracting* (DCA)

Description. This session provides a review and comparison of the four major team building strategies and relationships; assessment of the pros and cons and differences of each; review of various federal agency mentor protégé programs; processes to develop strategies to team successfully with companies that can help you win work; understand the limitations on subcontracting and the requirements for performance by the prime contractor in various teaming relationships and for various types of small business acquisitions; avoiding legal issues and protecting the company's rights as a government contractor.

Duration: 2 hours.

HR Considerations and Labor Laws Related to Executing Federal Contracts* (DCA)

Description. This session provides an introduction to key federal labor laws for government contractors, particularly those that typically apply to construction/A&E contracts, manufacturing contracts and service contracts; locating related regulations in the CFR and/or FAR; discussion of how these laws and regulations are typically imposed on federal contracts, the implications of knowingly or unknowingly failing to abide by these laws and the cost implications of abiding by these laws in terms of contract cost and performance.

Duration: 2 hours.

Debriefings, Protests & Contract Administration Issues* (DCA)

Description. This session provides: a review of the federal contracting post-award protest process; rights to proposal debriefings for non-selected vendors guaranteed by Federal Acquisition Regulations; and discussion of other post award contract administrative issues (invoicing, Wide Area Workflow, Miller Act, payment for subcontractors; DD 250's etc.)

Duration: 2 hours.

Small Business Programs, Set Asides & Limitations on Subcontracting

Description: The session focuses on what it means to be a small business in the federal market and the process to leverage small business status as a prime or subcontractor in government contracting. Instruction addresses: four pre-award set-aside programs (HUBZone, 8(a), Service Disabled Veteran Small Business and Woman Owned Small Business), review and application of small business size standards; review of pre-award and post-award SBA programs and resources for small businesses; techniques to market to prime contractors and government representatives; limitations on subcontracting applicable to each small business program; and challenges for small business, including increased competition.

Duration: 2 hours.

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Industry Specific Trainings

Available upon request:

- Advanced Manufacturing and Materials
- Aerospace Systems
- Clothing and Textiles
- Construction and Infrastructure
- Cybersecurity and CMMC Requirements
- Energy and Environmental
- Furniture, Fixtures and Equipment
- Human Factors
- Medical, Biomedical and Biodefense
- Motorsports and Tactical Vehicles
- Subsistence
- Technology Transition and Innovation

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