

# NIH Acquisition and Opportunity

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Procurement Conference and  
Expo

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# The National Institutes of Health

- 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 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.
- The NIH buys supplies and services to support its on-site laboratories, branches and offices.

# The National Institutes of Health

- One of ten Operating Divisions in the U.S. Department of Health & Human Services (HHS);
- 27 separate Institutes and Centers (IC(s)) at NIH;
- 10 Separate Contracting Offices Supporting the IC(s).
- Budget of approximately \$30.3 Billion in fiscal year 2009.

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES  
National Institutes of Health



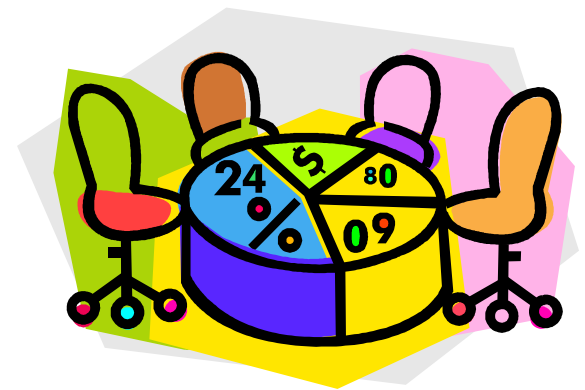


# NIH Acquisition

**There are 10 Offices of Acquisition at NIH, a consolidation from 18 offices.**

- As of October 31, 2005, NIH restructured its acquisition organization; part of overall administrative restructuring.
- Previously some offices did only R&D. However, today all offices do full service acquisition.
- There are specialty acquisition offices, such as the Office of Research Facilities which does construction, leases, and Architecture & Engineering. Also, the Clinical Center has its own acquisition office. Biodefense is done out of one Office – NIAID.

# NIH Acquisition is “Cradle to Grave”



**All phases in the acquisition cycle are done in an Office of Acquisition. These include:**

- **Pre-solicitation** – acquisition staff work closely with scientific project officers and other requirements officials in planning and developing the acquisition approach; knowing the buy is key to getting best value.
- **Solicitation, Receipt and Evaluation** – Putting together a solicitation that fully informs potential offerors; managing and coordinating responses to questions; and, following the evaluation approach the solicitation sets forth are key elements.
- **Negotiation, Source Selection and Award** – Treat all offerors fairly, prepare and analyze, put together a good negotiation plan based on teamwork, consider all elements based on the solicitation, document and write a contract that is right from the beginning.
- **Contract Administration and Closeout** – get what is bought, use the teamwork developed and the partnership created, take the time to do the detailed follow up as needed.

# What NIH Buys!

**RESEARCH AND DEVELOPMENT:**



**PRODUCTS:**





# What NIH Buys!

**INFORMATION TECHNOLOGY  
PRODUCTS, SERVICES AND SOLUTIONS:**



**CONSTRUCTION SERVICES:**



**SERVICES:**





# NIH FY09 Small Business Prime Goals

- Small Business 28%
- 8(a) 5%
- Women-Owned Small Business 5%
- HUBZone Small Business 3%
- Service-Disabled Veteran-Owned 3%

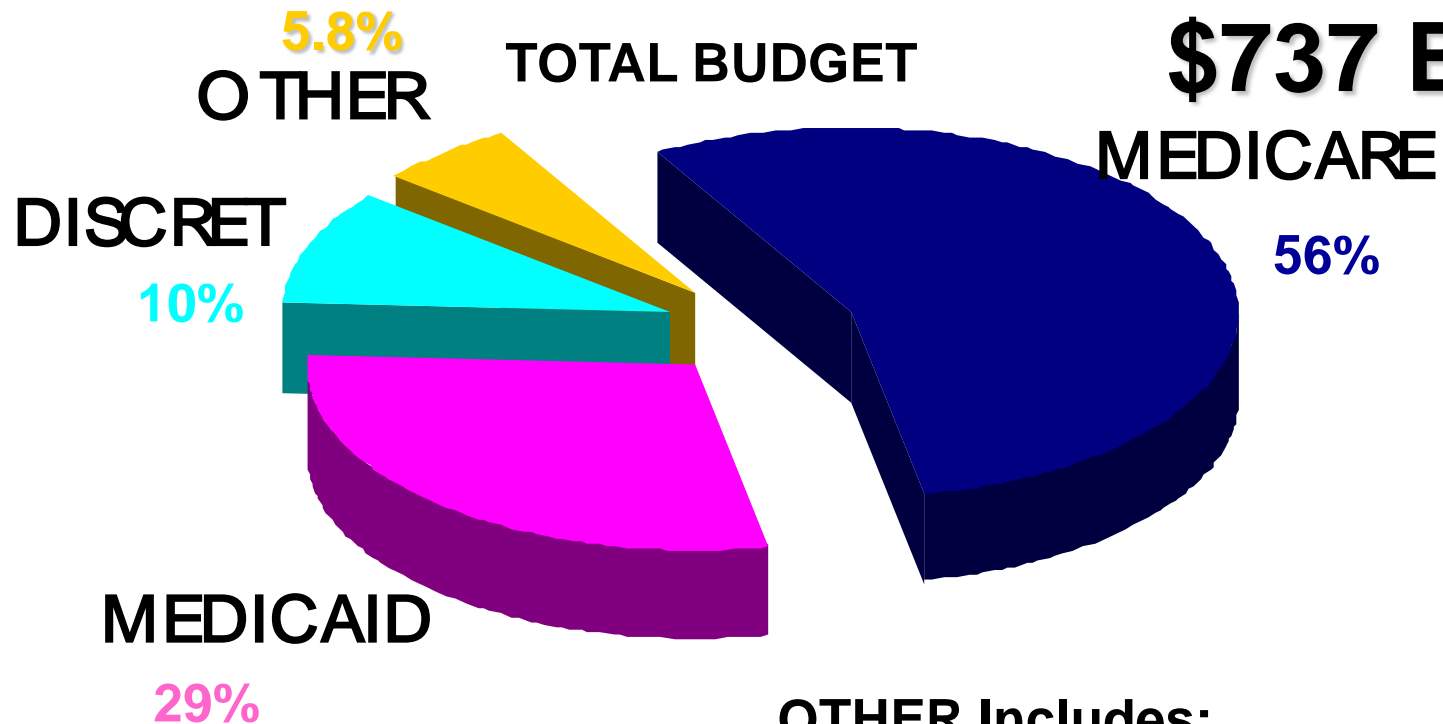


# HHS FY09 Small Business Subcontracting Goals

- Small Business 39.9%
- 8(a) 5%
- Women-Owned Small Business 5%
- HUBZone Small Business 3%
- Service-Disabled Veteran-Owned 3%

# HHS BUDGET: FY 2009 (proposed)

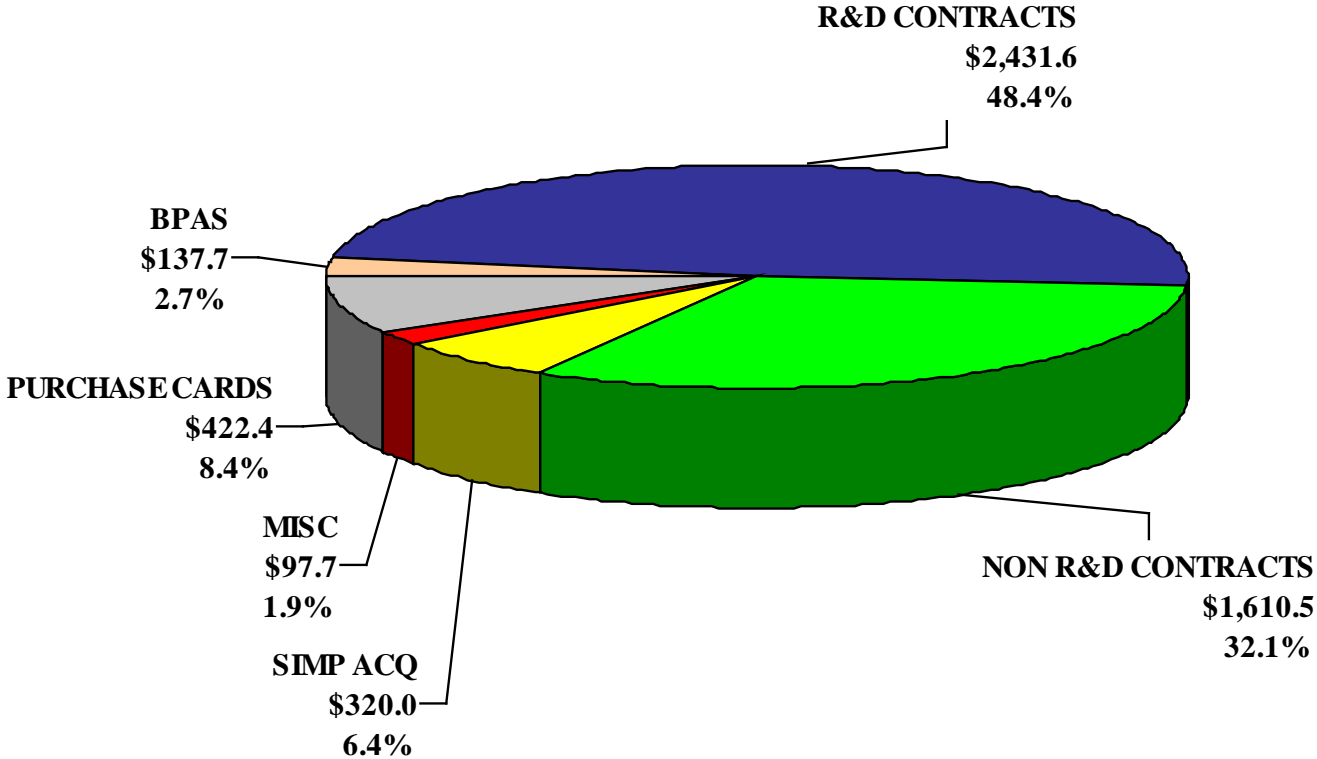
**\$737 Billion**



## **OTHER Includes:**

- 3% Children's Entitlement
- 2.4% Temporary Assistance for Needy Families (TANF)
- 0.4% Other Mandatory

# Estimated NIH FY 2008 ACQUISITIONS \$5,020.1 M



Shows Dollars in Millions and percentages of total dollars. Leases included in NON R&D CONTRACTS

# RECOVERY ACT

- HHS has a Recovery Act Technical Committee (RATC)
- Subject Matter Expert Committees underneath (finance, acquisition, cio)
- Funds will be awarded through grants, contracts and cooperative agreements
- Spend plans must be developed and approved by the Executive Agency and by OMB



# Recovery Act

- HHS Web Page:  
<http://www.hhs.gov/recovery>
- \$59B in improving health and human services in the following areas:
  - Scientific Research & Facilities
  - Community Services & Early Childhood Care & Education Programs
  - Community Health
  - Health IT



# RECOVERY ACT

- Transparency and Reporting the keys
- All recovery funds must be clearly distinguished from non-recovery funds
- Use Fixed Price contracts to the maximum extent practicable
- All presolicitation notices and award announcements will use the word “Recovery” as the first word in the title
- All SB regulations remain in place
- FAR cases moving forward which will provide additional guidance



# BUSINESS BASICS

1. Do your homework. Who buys what you sell? How can you solve our problems. How are you unique?
2. Narrow your focus - 2-3 ICs max. Build the relationship (18–24 months) Be patient.
3. Be prepared. Are you meeting with a SBS, CO, PO? Maximize resources. Time is \$\$.
4. First impressions are critical. Arrive on time with a crisp, focused presentation.
5. Always offer your skills first, then the tools to reach you. (SDVOSB, HZ, 8(a), GSA schedule)



# ADDITIONAL TIPS

1. Familiarize yourself with the Federal Acquisition Regulations (FAR) & agency specific regs
2. Be ready to accept Govt. VISA or MC card
3. Pursue simplified acquisitions
4. Get on GSA schedule
5. Cite your past experience
6. Be open to teaming with someone that has a footprint in the Department



# Acquisition Leadership at NIH

**Office of Acquisition Management and Policy (OAMP)** - led by Diane Frasier, Director, OAMP, and Head of the Contracting Activity (HCA).

- Provides leadership, advice and oversight for all NIH acquisition offices and for those in the IC's with delegated acquisition authority.
- Includes Division of Acquisition Policy and Evaluation and Division of Financial Advisory Services.
- Does pre-solicitation and preaward reviews, interprets and develops acquisition policy, negotiates indirect cost rates and does analyses of cost and price proposals.
- Also, contains the training and data offices serving the NIH acquisition community.

# Chief Contracting Officers

National Cancer Institute	Todd Cole
National Heart, Lung, and Blood Institute	John Taylor
National Library of Medicine	Phillip Osborne
The National Institute of Child Health & Human Development	Jacqueline Holden
Neurosciences	James Quinn
Office of Logistics and Acquisitions Operations	Greg Holliday
National Institute of Allergy and Infectious Diseases	Charles Grewe
National Institute of Environmental Health Sciences	Gary Delaney
Clinical Center	Sydney Jones
Office of Research Facilities	Melissa Richardson

# Other Acquisition Points of Contact

National Information Technology Acquisition and Assessment Center (NITAAC)	Wanda Russell (Acting)
Blanket Purchase Agreements	Cole Stathes
Purchase Card Program	Georgiann Wilson
Division of Acquisition Programs	Laurie Weker
Division of Logistics Services	Tom Keith
Institutes and Centers	Administrative Officers and Purchasing Agents

# Finding Acquisition Opportunities

- FedBizOpps - <http://www.fbo.gov> Site where **sources sought** synopses and RFPs are published.
- NIH Web site <http://www.nih.gov/>
- Administrative Officers and Contracting Officers in Individual ICs and Offices of Acquisition (drill down on NIH Web site @ Institutes, Centers, Offices) <http://teledirectory.nih.gov/index1.php>
- The Office of Logistics and Acquisitions Operations <http://www.olao.od.nih.gov/> ; and, in particular, the Supply Catalog found at:  
<http://www.olao.od.nih.gov/Acquisitions/TypeOfAcquisitions/SuppliesAndEquipment/FindingASource/SupplyCatalog.htm>
- General Services Administration <http://www.gsa.gov/Portal/gsa/ep/home.do?tabId=0> (drill down to “How to Get on Schedules”)
- NIH Active Contract List <http://oamp.od.nih.gov/>
- HHS Office of Small and Disadvantaged Business Utilization <http://www.hhs.gov/osdbu/>
- Forecast of HHS’ Contracting Opportunities <http://osdbuforecast.hhs.gov/>

# Questions?



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**Jonathan Ferguson**  
**Nydia Sagna**

**OSDBU co-located at the NIH, 301-496-9639**

**Email address: [sbocalendar@mail.nih.gov](mailto:sbocalendar@mail.nih.gov)**

# CONTACT INFORMATION

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Office of Small and Disadvantaged  
Business Utilization**

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Washington, DC 20201**

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**Web: [www.hhs.gov/osdbu](http://www.hhs.gov/osdbu)**



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