



**Contract  
Compliance  
Associates**

**PRESENTS**

## A Practical Guide to the Basics of Government Contracting (GEB1210)

**Our courses are conducted by seasoned business people, with many years of experience in the industry.**

### Dates and locations:

Orlando, FL	03/03/08
Arlington, VA	03/24/08
Las Vegas, NV	05/05/08
San Jose, CA	07/07/08

All classes will run from 9 am to 4:30 pm, with registration starting at 8:30 am. A continental breakfast will be provided.

Tuition: \$395

We do offer discounts for multiple attendees as well as on-site training. Please contact us for details.

Registration will close one week prior to the course.

To register, please visit our website at:

[www.concompass.com](http://www.concompass.com)

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- I. What does the Government Buy?
  - a. Product Classifications
  - c. Technology Incubators
  - d. Service Corps of Retired Executives (SCORE)
  - e. National associations
  - f. Local community outreach
- II. Who does the Government Buy?
  - a. Service Classifications
- III. How does the Government Buy?
  - a. Sealed Bids
  - b. Full and Open Competition
  - c. Federal Supply Schedules (GSA)
  - d. Grants
  - e. Contract Types
    1. Cost type
    2. Fixed Price
  - f. Agencies
    - g. Civilian Agencies
    - h. Military Agencies
  - i. General Services Agency (GSA)
- IV. Where does the Government Buy?
  - a. Central Contractor Registration
    1. DUNS number
    2. CAGE code
  - b. Federal Business Opportunities
- V. When does the Government Buy?
  - a. Appropriations and Congress
  - b. Government Fiscal Year
    1. The Color of Money
    2. MIPR's
- VI. Help and where to get it
  - a. Procurement Technical Assistance Center (PTAC)
  - b. Small Business Development Center (SBDC)
- VII. Small Business Particulars
  - a. Small Business Innovative Research (SBIR)
  - b. Small Business Technology Transfer (STTR)
  - c. Set-aside Programs
    1. Small Disadvantaged
    2. SBA 8(a) program
    3. Woman-owned
    4. Service Disabled Veteran Owned
- VIII. Infrastructure Compliance
  - a. Accounting System
  - b. Timecards
  - c. Purchasing
  - d. The Federal Acquisition Regulations (FAR)

*Because we don't live in a static world, some course content may vary slightly in order to provide the most current information available.*

