

How Do I Win a State Contract?



In 30 minutes, we'll teach you how to bid on a state contract

- Why join the Small Business Set-Aside Program (SBSP)?
- Where do I see what the State wants to buy?
- How do I win a State contract?

Welcome, we're here to Help



**Jean
Sandstrom**



**Krysti
Rinaldi**



**Joe
Kim**



What is Procurement?

60 State Agencies,
Boards Commissions



Procurement
(Contracting)

Supplier Community

Private Sector, Non-Profits, Corrections,
Government

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SBSP Drives Contracting

- The Chief Procurement Office runs the Small Business Set-Aside Program (SBSP).
- The CPO approves **\$10 billion** of procurements each year!!
- Illinois has a goal that **not less than 10%** of state contracts go to Illinois' small businesses.
- **\$242 million** spent with Illinois small business in FY13.
- State Agencies use SBSP to meet their 10% goal.

What is a Set-Aside?

- “Set-Asides” limits competition for contracts to qualified businesses.
- When a procurement is a “small business set-aside”, only vendors who are qualified in SBSP are considered for an award.
- SBSP shelters small businesses in Illinois from competing with large businesses for state awards and contracts.
- The Chief Procurement Officer designates what goods and services will be set-aside.

Which Contracts are Set-Aside?

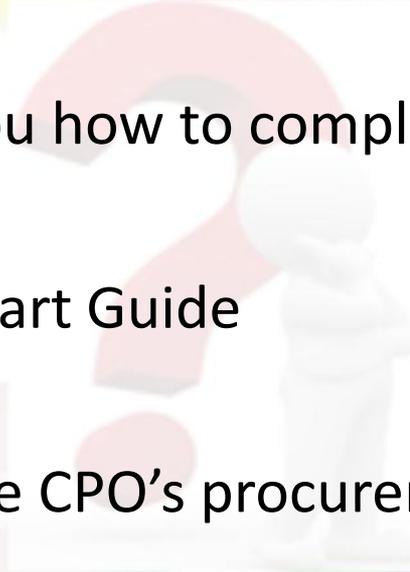
- 673 Product and Service Categories
- \$50,000 one-time purchase - most any product or service qualifies

How do I apply for SBSP?

- Go to the Illinois Procurement Gateway (IPG) at <https://ipg.vendorreg.com>
- Open the IPG Quick Start Guide
- Create a User Name and Password
- Fill-out Illinois' Disclosures and Certifications
- Click Submit

Where do I get Help with the IPG?

- Krysti, Jean, and Joe will help
- Webinars show you how to complete your application
- FAQs and Quick Start Guide
- Phone or Email the CPO's procurement experts



Where do I see what the State wants to buy?

- Register with the Illinois Procurement Bulletin (IPB)
- Receive Email notice of solicitations > \$50K from IPB
- Receive Email requesting a price quote on solicitations < \$50K directly from buyers

Who wins State contracts?

- IFB
 - Responsible and Responsive Bidder with lowest price wins
- RFP
 - Responsible and Responsive Offeror with best value wins

Responsive? Responsible?

- Meet tests of Responsibility and Responsiveness
 - Board of Elections
 - Public Contract #
 - Secretary of State Authorized to Do Business
 - Financial Disclosures and Conflicts of Interest
 - Standard Certifications

Questions?

Thank You!

Please visit us at our booth if you have questions.