



FEDERAL CONTRACTING ACTION PLAN

**FOLLOW ALL THE STEPS TO
ENSURE SUCCESS IN THE
FEDERAL SPACE**

PHASE 1:
SETUP
ONCE

Choose your Business
Structure

01

Identify your Industry
codes (NAICS)

02

Create your SAM.GOV
Profile

03

Register for Local Gov Sites

04

Talk to Local Apex
Accelerator

05

Create/ Fix your Business
Resume (Cap Statement)

06

ACTION
PLAN

PHASE 2:
BUSINESS DEVELOPMENT
REPEAT

Identify Top 25 Buyers &
Future Bids (NOT ON SAM)

01

Setup and attend meetings
with government buyers

02

Attend Industry Events

03

Attend Site Visits

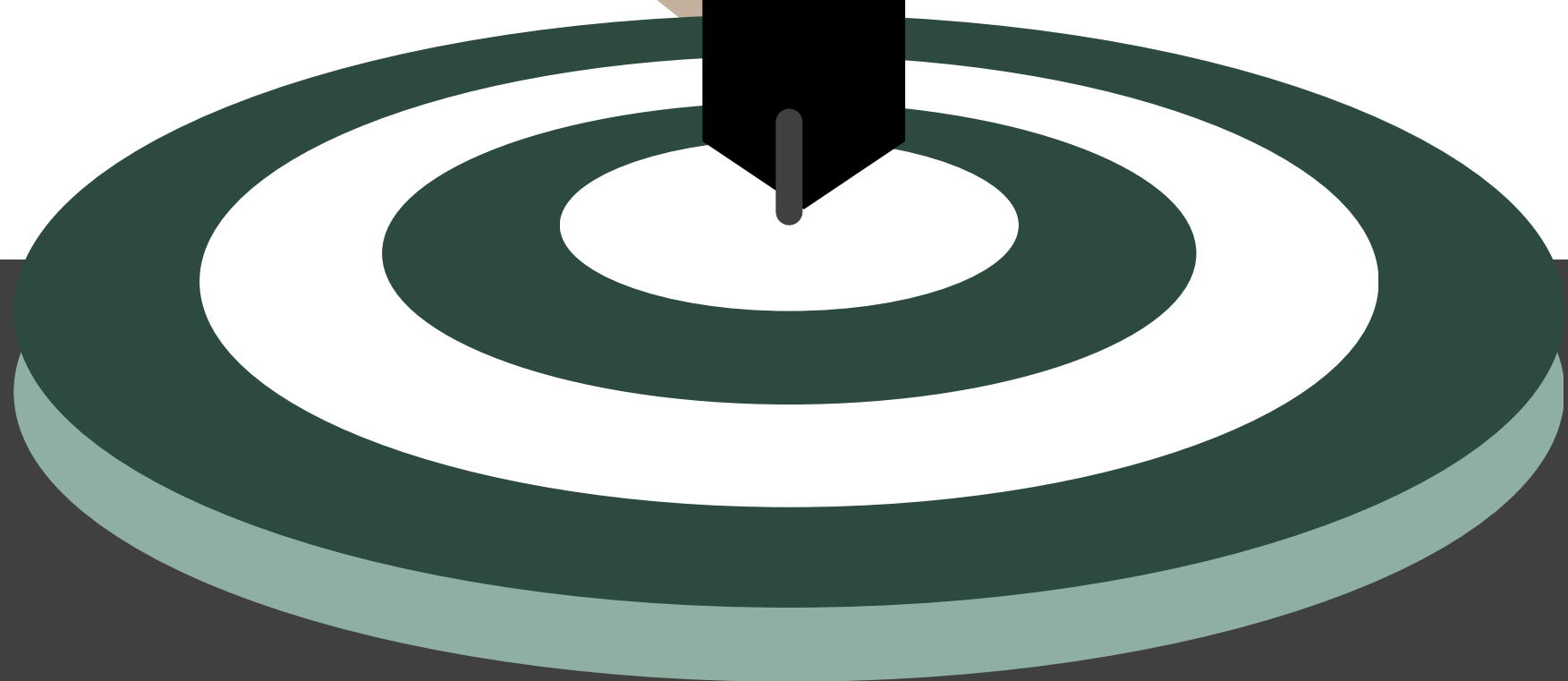
04

Get on Supplier List for top
25 Federal Suppliers

05

Monitor Contract Awards and
Identify Sub Opportunities

06



ACTION
PLAN

PHASE 3:
BIDDING
REPEAT

Review Immediate Bid Opportunities

01

Assemble Team Based on Opportunities

02

Apply for Vendor/ Supplier Credit

03

Respond to Opportunity (RFP, RFQ, RFI, Task Orders)

04

Evaluate Bid Results

05

ACTION
PLAN

PHASE 4:
BUSINESS ENHANCEMENT
ONCE

Apply for Small Business
Certification

01

8(a) Certification

02

Mentor Protege Program

03

Focus on Self Performance
Capability as Differentiator

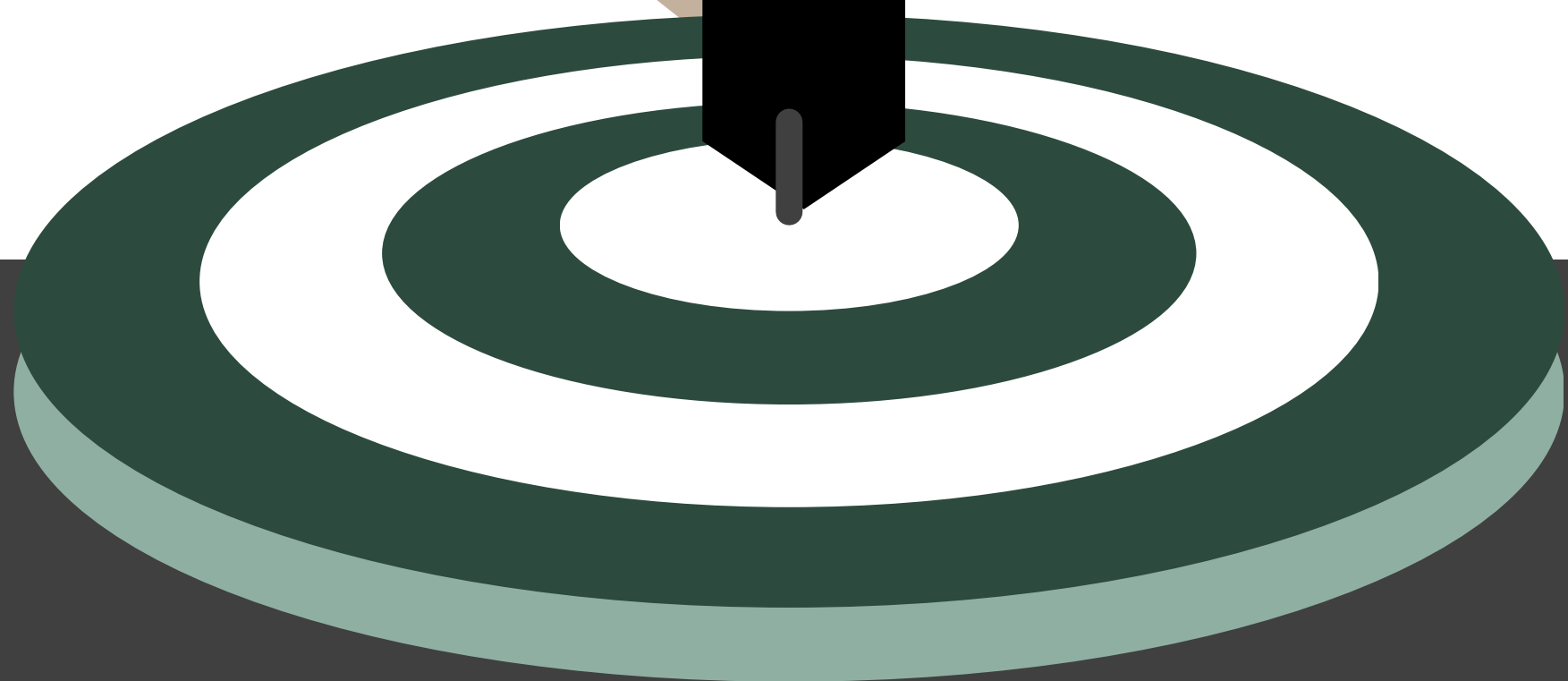
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Find Better Partners

05

Speak at an event

06



ACTION
PLAN

PHASE 5:
CONTRACT MANAGEMENT
REPEAT

System Registrations
(PIEE, WAWF)

01

Subcontractor Compliance

02

Project Compliance

03

Communication

04

ACTION
PLAN