The Role of USAID’s Acquisition and Assistance Ombudsman

Business Forecast 101

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Panel Member Introductions

- **Diane A. Perone** - Acting Ombudsman, USAID Bureau for Management, Office of Acquisition & Assistance

- **Jami J. Rodgers** - Acting Deputy Director Washington Operations, USAID Bureau for Management, Office of Acquisition & Assistance

- **Sylvia Megret** - Vice President of Business Development and Communications, University Research Co., LLC, Center for Human Services

- **Kevin Murphy** - President, J.E. Austin Associates, Inc.
Role of the Ombudsman

The primary purpose of the Acquisition and Assistance (A&A) Ombudsman is to ensure equitable treatment of all parties participating in USAID's contracts and grants (acquisitions and assistance) pre-award, post-award, and administration functions.
Jurisdiction of the Ombudsman

On any aspects of the A&A process, the Ombudsman may:

- Conduct inquiries;
- Investigate, report findings, make recommendations;
- Develop, evaluate, and discuss available options;
- Facilitate, negotiate, and mediate;
- Identify complaint patterns and trends;
- Educate; and
- Advocate on behalf of affected individuals or entities when appropriate.
Top Types of Ombudsman Inquiries

- Choice of Instrument
- Federal Acquisition Regulation (FAR) Creep into Assistance Processes
- Perceptions of Bias
Limitations of the Ombudsman

- Cannot compel or direct Agency or CO/AO action;
- Does not substitute for USAID’s formal process;
- Does not substitute for providing the Agency with formal notice;
- Does not toll the time limitations for in the event of a protest, dispute, appeal, request for equitable adjustment, etc.; and
- Cannot make binding decisions or determine rights.
Partner Inquiry Parameters

- What is your complaint, issue, or concern?
- What redress do you seek?
- Who are the relevant parties?
- Have you spoken to the AO/CO?
- Do I have your permission to look into the matter?
- Do you require confidentiality?
- What are your time constraints?
For More Information

Please contact the USAID Acquisition and Assistance Ombudsman:

ombudsman@usaid.gov
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Business Forecast Overview

- Serves as an informational resource on potential funding and partnership opportunities at USAID.
- Provides an advanced look at grants, contracts, task orders, and cooperative agreements that USAID is in the process of developing and plans to issue in the coming fiscal year.
- Represents a snapshot in time of USAID’s planned programs and activities. When the snapshot is captured, each of these activities are in various stages of design and may change as a natural outcome of the design process.
- Balances the need to have information about future opportunities available as early as possible while still providing reliable information.
Generating the Business Forecast

- USAID uses an Acquisition and Assistance (A&A) Plan System to generate the Forecast. The A&A Plan System is used across the Agency by leadership, program officers, and AOs/COs to capture and track planned A&A actions.

- Several days prior to the start of each quarter, USAID issues a notice to all AOs/COs to review and update A&A actions in the A&A Plan System.

- USAID generates a report of all A&A actions to be included on the Business Forecast which is reviewed in Washington, DC.

- Two separate forecasts are developed each quarter (USAID/Washington and USAID Missions).

- The Agency’s Senior Procurement Executive conducts a final review before publication.
Types of Forecasted Opportunities

- Blanket Purchase Agreement (BPA)
- Collaborative Agreement
- Contract
- Cooperative Agreement
- Development Innovation Accelerator (DIA)
- Fixed Amount Award (FAA)
- Grant
- Indefinite Delivery/Indefinite Quantity (IDIQ) contract

- Leader with Associate Award (LWA)
- Personal Services Contract (PSC)
- Purchase Order
- GSA Task/Delivery Orders
- GSA BPA
- Activities To Be Determined (TBD)
- IDIQ Task Orders
Business Forecast Data Fields

- M/B/IO (Program Office)
- A&A Specialist
- Award Title
- Award Description
- Sector
- NAICS Code
- Total Estimated Cost/Amount Range
- Implementing Partner/Incumbent
- Award/Action Type
- Small Business Set-Aside
- Fiscal Year of Action
- Anticipated Award Date
- Anticipated Solicitation Release Date
- Award Length
- Solicitation Number
- Business Forecast Status Change
Staying Up-To-Date

- The Business Forecast is generated once a quarter.
- Within each quarter, minor modifications and updates are made.
- USAID has created an e-mail distribution list for individuals and organizations that are interested in receiving alerts when updates occur. (See top-right on Business Forecast page for sign-up.)
- Quarterly Conference Call with Q&A
- Twitter: @USAIDBizOpps
For More Information

USAID Business Forecast:
https://www.usaid.gov/work-usaid/get-grant-or-contract/business-forecast

To inquire about a specific opportunity, please contact the A&A staff listed in the Business Forecast.

E-mail:
businessforecast@usaid.gov
Small Businesses’ Review and Usage of USAID’s Business Forecast
How Do Small Businesses Use the Business Forecast?

Step One: Developing Company Plan and Strategy

Step Two: Capture Plan, Prioritization of Projects

Business Forecast Released

Step Three: Research and Interaction with Potential Primes

Step Four: Pre-Sol, Teams Typically Formed

Step Five: Finalizing Proposal

How Do Small Businesses Use the Business Forecast?
Key Lessons on Usage

Planning Tool
- What to pursue?
- What to ask?
- Prime or Subcontract

Prioritization
- Functional and regional focus
- Choice of instrument
- Size and amount of budget

Increased Communication
- Spurs dialogue and interaction with list of prioritized prime contractors

SBAIC Success Stories