



# CONTRACTING

## GUIDE TO DOING BUSINESS WITH THE U.S. ARMY CORPS OF ENGINEERS

*Serving the Nation and the Armed Forces*



US Army Corps of Engineers  
BUILDING STRONG.

### Getting Started

Certain requirements must be met to do business with the federal government. First, you must obtain a Data Universal Numbering System (DUNS) number at <https://www.dnb.com/duns-number.html>. Registration is free. You may register to do business with the federal government once you have a DUNS number.

### How to Register

You must register your business in the System for Award Management (SAM) at <https://www.sam.gov/SAM/> before submitting an offer or quote. Registration is free.

- a. If you need help during SAM registration, visit the Federal Service Desk at <https://www.fsd.gov/fsd.gov/home.do> for contact information via live chat, web form, or phone.
- b. If you would like to be included in the disaster recovery registry, you must indicate this during the SAM registration process; see information at <https://www.acquisition.gov/disaster-response-registry>.
- c. A current Commercial and Government Entity (CAGE) code is required to do business with the federal government. During the SAM registration process, a cage code will be assigned to your business.

### Contract Opportunities

- a. Search for USACE contract opportunities at <https://beta.sam.gov/>. Contract opportunities may be searched by keyword, solicitation number, or District/Center name. Each contract opportunity is classified by a product service code (PSC) or federal supply code (FSC), and a North American Industry Classification System (NAICS) code. Thus, it is important to know which PSC, FSC, or NAICS applies to your industry. To learn about a PSC or FSC, view the Product and Service Code Manual at [https://www.acquisition.gov/psc\\_manual](https://www.acquisition.gov/psc_manual). To learn about NAICS codes, visit <https://www.census.gov/eos/www/naics/>.
- b. If you are a small business, to find subcontracting opportunities on USACE contracts, search the Small Business Administration (SBA) Subcontracting Network at <https://catalog.data.gov/dataset/subcontracting-network-subnet-system>
- c. For all USACE contract awards, conduct a Contract Data search at <https://beta.sam.gov/>. A search of the data is a great way to seek subcontract opportunities as well as monitor expiring contracts for future contract opportunities.

### Locations

To find the U.S. Army Corps of Engineers' locations, visit <https://www.usace.army.mil/Locations.aspx> and review the mission of each District/Center Contracting Office to determine your interest. If you are a small business, contact the District/Center's Small Business Office to discuss your firm's capability.

### Acquisition Regulations, Instruction and Desk Guide

USACE contract award and administration are governed by three regulations and an acquisition instruction with companion guide. Become familiar with each:

- a. Regulations: Federal Acquisition Regulation (FAR) <https://www.acquisition.gov/browse/index/far>, Defense FAR Supplement <https://www.acq.osd.mil/dpap/dars/dfarspgi/current/index.html>, and Army FAR Supplement <https://www.acquisition.gov/afars>.
- b. USACE Acquisition Instruction and USACE Desk Guide: The latest versions dated 3 June 2019 may be obtained from the contracting officer. An update will soon be published at <https://www.usace.army.mil/Business-With-Us/Contracting/Resources/>.

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