

## **GSA MOBIS Schedule Workshop**

**May 17, 2005 from 8 am – 5 pm**

**Washington, D.C. – Hotel Washington**

The National Procurement Council™ and the U.S. Women's Chamber of Commerce™ are partnering to assist businesses to successfully prepare proposals in response to GSA solicitations for the Management Operations and Business Improvement Services Multiple Award Schedule.

### **Agenda Topics Include:**

#### **1. Background and Purpose**

- Small Business Programs
- Evolution of IDIQ Vehicles
- Federal Acquisition and GSA FSS Schedules
- Uses of MOBIS
- Contractor Teaming and Subcontracting using GSA Schedules
- Scope of this Project
- Post Award Activities
- Maximizing Schedule Holder Benefits
- The Task Ordering Process

#### **2. Completing the Schedule Proposal Package**

- Effective Use of Templates
- Components of the Proposal Package
- Developing Effective Corporate Information
- Understanding and Selecting SINs
- Identifying Labor Categories/ Writing Descriptions
- Effectively Documenting Past Performance
  - Company Past Performance
  - Individual Past Performance

#### **3. Pricing Your MOBIS Proposal**

- Foundation for Developing Pricing
- Applicability of Direct and Indirect Costs
- Establishing “Loaded” Rates
- The Commercial Sales Practices Format
- Product/Services List Pricing Format

## **Presenters Include:**

### **William Fisher**

William A. Fisher serves as chief operating officer of PbSi, managing the company's internal operations and federal and commercial projects. Prior to moving to the commercial sector in 2001, he served 27 years at various federal organizations, ultimately coordinating the human, financial and technical resources required to effectively manage national programs and projects. His federal experience includes program planning and administration; policy development and dissemination; work flow analysis; regulatory oversight; program budget formulation; performance results measurement, team building and human resources development; interagency goal setting and achievement reviews; quality control assessments and assurance; risk analysis and management; and acquisition management, including acquisition planning, source selection, award and administration.

At the U.S. Small Business Administration from 1990 to 2001, Mr. Fisher managed several major programs and developed program regulations, policies and procedures for agency offices and staffs located throughout the country. He last served as an associate deputy administrator, responsible for managing the national infrastructure that delivers all of the SBA small business procurement assistance programs, including the SBA procurement center representatives, the 8(a) program, the SDB program, the HUBZone program, the SBIR program and the Women's Contracting program. He also served as deputy in the Office of Administration, responsible for contract and grant planning, awards, and administration; as well as administrative information, property and facilities management.

At the U.S. Department of Education, he served as a program manager from 1987 through 1990, participating in developing and implementing strategies to encourage and monitor federal funding to institutions of higher education. From 1985 through 1987, he managed a federally-funded initiative to advocate for small disadvantaged businesses seeking to access contracting opportunities that resulted from federal grants. At the Federal Reserve Board from 1981 through 1985, he served as a technical writer for the Secretary and the Chairman of the Board of Governors. Throughout his career, Mr. Fisher coordinated with Congressional committees and Executive managers to establish interagency goals and policies, regulations, budgets and performance results measurements designed to encourage small business development and government and corporate support for historically black colleges and universities. Mr. Fisher is a graduate of Howard University and has completed several executive leadership, acquisition management and entrepreneurial programs.

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