

# PTAC - Your Partner for Success

## Technical Assistance

- Face to face government contracting consultation with a Certified PTAC Counselor
- Continuous assistance and information on government contracting (Federal, State and Local)
- System for Award Management (**SAM**)
- DLA DIBBS/cFolders
- Proposal development
- Assistance with understanding **DFARS cyber security** regulations and SSP compliant
- **New CMMC requirements**
- Deciphering Federal Acquisition Regulations (**FAR**)
- Wide Area Workflow (**WAWF**)
- Assist with Federal **Set-Aside** Programs including:
  - 8(a) Business Development Program
  - HUBZone
  - Veteran Owned Small Business
  - Service Disabled Veteran Owned Small Business
  - Woman Owned Small Business
  - Minority or Women Business Enterprise (MBE/WBE) Certification (Pennsylvania)
- State registrations & certifications & much more

## Training

- **\*NEW** On-Demand Training Courses via recorded Webinar
- Classroom Trainings
- Webinars (live)
- Networking Events
- In-house Trainings

## Resources

- Bidmatch Service
- Information on On-Line Contracting Tools
- Conduct Market Research
- National Stock Number (NSN) procurement history and forecasts

### CLIENT'S RESPONSIBILITIES

#### IN ORDER TO STAY IN AN ACTIVE STATUS & RECEIVE PTAC SERVICES, CLIENT MUST:

- **FILL OUT A REQUEST FOR COUNSELING FORM (SIGNED & CURRENT)**
- **AT LEAST 30 MINUTES OF COUNSELING PER YEAR**
- **RESPOND TO CONTRACT AWARD REPORTS**
- **RESPOND TO PTAC SATISFACTION SURVEY (1 PER YEAR)**
- **RESPOND TO NW COMMISSION SURVEYS (1 PER YEAR)**
- **IF RECEIVING BIDMATCH SERVICE – MUST BE ACTIVELY USING (WITHIN 6 MONTHS)**

**WE URGE CLIENTS TO COMMIT TO CONTINUOUS LEARNING IF YOU WANT TO SUCCEED IN THE GOVERNMENT**

### All Services FREE of Charge

Contact your PTAC counselor: ▶ ▶ ▶

**Robyn Young x 130**  
Government Contracting Manager  
[robyny@northwestpa.org](mailto:robyny@northwestpa.org)

**Melissa Becker x 124**  
Government Contracting Specialist  
[melissab@northwestpa.org](mailto:melissab@northwestpa.org)

**Kelly Weaver x 108**  
Government Contracting Specialist  
[kellyw@northwestpa.org](mailto:kellyw@northwestpa.org)

Phone: 814.677.4800  
Fax: 814.677.7663  
Email: [nwpaptac@northwestpa.org](mailto:nwpaptac@northwestpa.org)