

## **UH Procurement Technical Assistance Center Client Quarterly Survey Information**

As a requirement of our cooperative agreement with the DoD, each quarter you are an active client, we will send you an email asking you to evaluate the PTAC in the following areas:

1. *The UH PTAC effectively assisted my business in pursuing contracting opportunities with Federal agencies, State and/or local governments or in pursuing subcontracting opportunities under government contracts.*

How We Meet this Requirement?

The program we developed to educate and guide you in selling your goods and services to government agencies is called the Three “R”s of Government Contracting – Register, Research, and Respond. The program provides you a structured process to prepare you to sell your goods and services to federal, state, and local government in the most expeditious manner. The information we share with you about contracting-related processes, as asked by this survey subject, is provided to you by your advisor in one-on-one meetings.

In addition to the one-on-one advising, you are invited to attend any of our free workshops that we offer in our Midtown Office or other locations in the Houston area. We teach workshops in government-procurement subjects to share information with you about contracting-related processes and procedures. The workshops and other events we promote provide you valuable information about selling to government and also creates an environment for you to network with others and learn about procurement opportunities.

Now that you are a client of the UH PTAC we will keep you informed weekly by sending you an email of upcoming training we offer, as well as events in the Houston area for learning and networking.

Finally, while you are completing your government registrations, we offer you a free service called Bid Match for one year that sends notices of opportunities (solicitations) to your email.

It is these collective actions we take that help you receive information about contracting-related processes and procedures and create networking opportunities.

2. *The UH PTAC staff is knowledgeable with regard to the terms, conditions, procedures, rules and regulations relating to contracts with Federal agencies, State and/or local governments.*

Our staff works hard to stay up to date on the many issues affecting government procurement. Our goals are to answer any question you have about selling to the government and provide sound guidance and recommendations. If we have not met your expectation, feel free to contact the UH PTAC Program Director, Tim Scarborough at [tdscarborough@uh.edu](mailto:tdscarborough@uh.edu) for assistance.

3. *The UH PTAC offered relevant, current and effective training on topics pertinent to contracts with Federal agencies, State and/or local governments.*

The UH PTAC offers you a variety of training opportunities to meet this requirement. We offer no-cost training in government procurement on a monthly basis. Visit our calendar of events at the this website to see an updated list of training subjects (<https://www.sbdc.uh.edu/sbdc/Calendar.asp>).

Additionally, we offer you free training through our business relationship with Govology ([www.govology.com](http://www.govology.com)). Govology offers a variety of live and on-demand webinars that are no cost to you. Just enter the coupon code we provided you when you became a client. Don't have your code? Email or call your advisor to obtain one. Additionally, the weekly notice of events email you will receive from us contains the coupon code required to receive Govology training free.

The selections you have to evaluate our services for the questions are:

- Strongly agree;
- Agree;
- Neither agree nor disagree;
- Disagree; or
- Strongly disagree.

Additionally, you have the option provide additional comments in the survey about our services and I encourage you to share with us anything we can do to improve them. We value your input and will review for consideration all suggestions to improve our services.

Your completion of the survey is essential to our program's continued funding and our ability to provide you with free government contracting education and guidance. Thank you in advance for taking the time to complete the survey.