



# THE GALAXY

**NATIONAL CONTRACT MANAGEMENT ASSOCIATION  
(NCMA) /SPACE CITY CHAPTER NEWSLETTER  
Feb/Mar 2007**

## **President's Message**

In support of this year's **World Congress**, our Chapter obtained 'proclamations' from Houston Mayor, Bill White, and Texas Governor, Rick Perry, declaring April 23-29, 2007 as Contract Management Week. These proclamations will be displayed at NCMA's [2007 World Congress](#) in Dallas, TX, and in *Contract Management* magazine.

The Congress runs from April 22-25, and the theme is: "Achieving Outstanding Results through Effective Life-Cycle Contract Management". The Breakout Session Topics include Program and Project Management, Knowledge Management, Alternate Dispute Resolution, Intellectual Property and Licensing, Customer Relations and Capture Management, Service Contracting, Supply Chain and Logistics, Commercial Contracting, Back to Basics, Federal Government Contracting, Executive, Defense Contracting, E-Business, and more.

In addition to the networking opportunities, there will be more than 100 educational sessions and more than 100 exhibits. To ensure everyone receives a warm 'Texas Welcome,' the Space City – Houston Chapter is providing support to the NCMA HQ Hospitality Suite, which will serve 'Texas Style' horsd'oeuvres, including stuffed jalapenos and other culinary delicacies. If you attend the World Congress, please stop by the Hospitality Suite to greet our out-of-state visitors and pick up a bite to eat.

**Chapter Elections** – We continue to solicit nominations for the 2007-2008 Program Year. To date, we have received at least one

nomination each for the positions of VP/President Elect, VP Programs, VP Education, VP Membership, and Treasurer. We need a nomination for the position of Secretary. If you are interested in serving your Chapter in any of these positions, please contact me or any current board member to register your name. The Nominating Committee will soon offer the membership a slate of candidates and request ballots. The results of the election will be announced at the May Chapter meeting, with installation of Officers held in June. The term of the elected officials will be July 1, 2007 – June 30, 2008.

**Luncheon Speakers and Topics** – In addition to our annual National Educational Conference (NES), Small Business Conference, and the Fall Conference, our monthly luncheon meetings are great for networking and knowledge transfer. The programs are intended to be informational and provide our members answers to some of their questions or additional information on various topics. Please let us know if you have a specific topic, or special speaker, you would like us to pursue for one of our future meetings. We will work hard to obtain the programs requested.

Linda Miller  
President, Space City – Houston Chapter

<p><b>NCMA Space City Chapter Small Business Conference March 22, 2007 Gilruth Center</b></p>	<p><b>JSC NASA Houston, Texas</b></p>
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## Items of Interest

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### Educational Seminars and Conferences

- 15 Mar [Contract Admin Policies & Procedures](#) (Audio Seminar)
- 22 Mar [NCMA Space City Chapter Small Business Conference](#)
- 26-27 Mar [Government Procurement Connections](#)
- 12 Apr [How to Read and Write Requests for Proposal](#) (Audio Seminar)
- 17-18 Apr [Introduction to Government Contracting](#) (UHCL/CAMP)
- 22-25 Apr [NCMA World Congress](#) (Dallas, TX)

### Membership Updates

It is **extremely** important we have a phone number and email address for our membership. Most all of our communications are via e-mail and, on occasion, we may need to call members. If you haven't reviewed your contact information in awhile, we ask that you do so, following the instructions below. If you know a member who is not receiving information from NCMA—either our local Space City Chapter or from National—please invite them to go to [www.ncmahq.org](http://www.ncmahq.org) and validate their contact information.

Validation is easy. Simply click the “[Membership](#)” and “[Update Membership Content](#)” tabs; then, make the updates (corrections) online. But if no updates were required, please contact your Membership VP, Karen Irving, and she will work with NCMA HQ to resolve the problem.

### *How to Update*

You can update your membership information online at [www.ncmahq.org](http://www.ncmahq.org). Once there, simply click on Update Membership Content under the Membership tab.

If you have not logged onto this website before, you will be prompted to log on. You will enter your six-digit member ID as the user name and the password will be blank. You will then be prompted to set a password.

Keeping this information current will ensure you receive notices from NCMA concerning upcoming events.

If you have any questions, please contact Karen Irving, Membership, NCMA - Space City Chapter, at 281-226-4824.

### *Helpful Hint for New Members*

If you are a new member, or know someone who is just joining the Chapter, please note: Online registration is available at [www.ncmahq.org](http://www.ncmahq.org) (click “membership\join NCMA”). Upon first joining via online registration, the online registration software will automatically assign you to the NCMA Chapter nearest your geographic area. If you wish your affiliation to be with a different Chapter, please follow-up your registration with a call and or e-mail to National stating that you have registered and you want to join the Space City Chapter (or other Chapter of your preference); 800-334-8096 or [choi@ncmahq.org](mailto:choi@ncmahq.org).



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## This Year's National Education Seminar

Don't forget to mark you calendars for June 1, 2007. The Space City-Houston Chapter will be hosting its annual National Education Seminar. This year's topic is; "[Leadership: Building High-Performance Buying and Selling teams.](#)" This is a new seminar that offers buying and selling professional from public and private sectors the opportunity to improve their leadership skills. Co-hosts for this year's seminar will be Gregg Garrett, Lucent Technologies-Bell Labs, and Gail Parrot, Boeing Company St. Louis, MO.

## EMPLOYMENT OPPORTUNITIES

Please refer to the website for current employment opportunities: [www.ncmaspacecity.org](http://www.ncmaspacecity.org)

If you would like to post an employment opportunity please contact Keith Hutto at 281-483-4165 or [keith.d.hutto1@nasa.gov](mailto:keith.d.hutto1@nasa.gov).

## Articles of Interest

### Small Business Highlights

#### SBA's 10-day Response Requirement

Ever hear the story about the wolf in sheep's clothing? From time to time, a large business has been known to dress in small

business clothing. At such times, it is not uncommon for a small business to cry, "Wolf!!" to the Contracting Officer and Government Accountability Office (GAO). When this occurs, the Procuring Contracting Officer (PCO) often turns to the Small Business Administration (SBA) for a size determination: "Is it a wolf or a sheep?" Generally speaking, the SBA then has 10 business days to respond. The PCO can only shorten this 10 day period when "award must be made to protect the public interest" [FAR 19.302(h)(1); e.g., to ensure timely delivery of vital wartime materials]. Yet, what happens when the SBA fails to respond within 10 business days? Can (or should) the PCO proceed with award and let a potential wolf run among the sheep? To see how the GAO recently addressed a question along these lines, read case # [B-298730](#), where ALATEC Inc., protested an Army award to The Analysis Group. And join us next month to learn more about the Ostensible Subcontractor Rule.

NCMA members are encouraged to submit articles devoted to Small Business Highlights by contacting Carey White at [cwhite@uh.edu](mailto:cwhite@uh.edu).

[Government Procurement Connections 2007](#) is the premiere government contracting event of the year for small, minority, women-owned and disadvantaged businesses. This conference provides a great forum for government agencies, corporations and small businesses to discuss potential business relationships.

[www.houstongpc.com](http://www.houstongpc.com).

**March 26 – 27 George R Brown Convention Center**



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## Next Space City Chapter Luncheon: May 17th

**NASA Reservations** – Wendy Stone (281)-244-6459

[wendy.e.stone@nasa.gov](mailto:wendy.e.stone@nasa.gov)

**Contractors Reservations** – Coe Ann Barron 281-483-6060

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