



September 27, 2023

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Pursuant to MOP 1200, I.D., and MOP 150, V.A.2., authorize the Department of Business and Economic Affairs, Division of Economic Development, APEX Accelerator Program to **retroactively** renew its membership with the Association of Procurement Technical Assistance Centers (APTAC) (VC# 172697), Gallatin, TX, in the amount of \$3,307.45 to provide government contracting news/updates, networking/information sharing platform(s), and training, effective upon Governor and Council approval for the period May 1, 2023 through March 31, 2024. 100% Federal Funds.

Funding is available in account Procurement & Govt Contracts as follows:

	<u>FY2024</u>
03-22-22-220510-14500000-026-500251 Organizational Dues	\$3,307.45

EXPLANATION

The Association of Procurement Technical Assistance Centers (APTAC) is the only national organization focused exclusively on providing up-to-date information services resources and training designed specifically to address the needs of APEX personnel. APTAC provides for the exchange of information and ideas among all operators of procurement technical assistance programs, promotes communication, program development and professional enhancement of all members.

This request is Retroactive because the membership period starts at the beginning of the APEX program fiscal year (5/1/2023), however, the invoice was not received until August and therefore could not be brought forward for approval sooner.

Listed below are answers to standard questions required for Governor and Executive Council organizational dues and membership approval submissions.

1. How long has this organization been in existence and how long has this agency been a member of this organization?

Association of Procurement Technical Assistance Centers (APTAC) was established as the Association of Government Marketing Assistance Specialists (AGMAS) in 1986. We have been a member since 1993.

2. Is there any other organization which provides the same or similar benefits which your agency belongs to?

No.

3. How many other states belong to this organization and is your agency the sole New Hampshire state agency that is a member?

All 50 states (many with multiple centers) are represented in the membership, as are Guam, US Virgin Islands, Puerto Rico. NH APEX Accelerator is the sole New Hampshire state agency that is a member.

4. How is the dues structure established? (Standard fee for all states, based on population, based on other criteria, etc.).

The dues structure is standard across all 96 centers, as a percentage of Total Program Cost (TPC) as established in each Center's Cooperative Agreement.

5. What benefit does the state receive from participating in this membership?

NH APEX Accelerator helps NH companies compete for and perform successfully on Federal, State and Local government contracts and subcontracts. Success on these contracts require that the contractors have complete and current knowledge of government rules, regulations, and opportunities. Federal Government contracts and subcontracts represent at least a \$5 billion annual contribution to NH's economy.

This membership provides the APEX Accelerator with access to critical news and resources regarding procurement development. It also provides an online platform to seek answers, share information, experiences, and resources with over 600 colleagues around the country.

6. Are training or educational/ research materials included in the membership? If so, is the cost included? Explain in detail.

Yes, webinars on specific federal agency initiatives such as Defense Production Act, Military Packaging, Cybersecurity, and FOCI (Foreign Ownership, Control and Influence); socio-economic certifications. A website with extensive resources, including presentations, web links, help desk contacts, articles and memos, and videos. Weekly and Quarterly newsletters with updates, procurement developments, notices of training opportunities and news of APTAC and other APEX/(PTAC) activities. An online platform to seek answers and share information, experiences, and resources with over 600 PTAC colleagues around the country.

7. Is the membership required to receive any federal grants or required in order to receive or participate in licensing or certification exams? Explain.

No.

While membership is not technically required under the terms and conditions of the Cooperative Agreement, DoD communicates with the 96 APEX Accelerators almost exclusively through APTAC and considers APTAC as the de facto representative of all of the Accelerators. An APEX Accelerator that was not an APTAC member would be isolated and handicapped by a lack of timely information and opportunities to provide feedback to DoD.

8. Is there any travel included with this membership fee? Explain in detail any travel to include the number of employees involved, the number of trips, destination if known and purposes of membership supported trips.

No.

9. Which state agency employees are directly involved with this organization? (Indicate if they are members, voting members, committee members, and/or officers of the organization.)

This is an organizational membership, all employees of any member APEX Accelerator are considered members, and each member is a voting member. NH APEX staff member, Dave Pease, is currently serving as President of the organization.

10. Explain in detail any negative impact to the State if the Agency did not belong to this organization.

Federal Government Contracts represent more than \$5 billion in annual contribution to NH's economy. Not having access to updates, newsletters and other critical resources would deeply inhibit our ability to provide appropriate and timely information to NH contractors.

In addition, not having access to the professional development and training resources from APTAC would require attempting to fulfill program Terms and conditions with multiple other platforms, likely incurring additional costs.

In the event that Federal Funds become no longer available, General Funds will not be requested to support this project.

Respectfully submitted,



Taylor Caswell
Commissioner

Association of Procurement Technical Assistance Centers

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INVOICE

BILL TO

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New Hampshire PTAC

Division of Economic
Development

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INVOICE # 1562

DATE 07/20/2023

DUE DATE 08/19/2023

TERMS Net 30

ACTIVITY	QTY	RATE	AMOUNT
Operations: APTAC Membership - Organization (Variable) Term: 5/1/2023 - 3/31/2024	551,241.57	0.006	3,307.45

Thank you for your purchase. Should you have any questions, please contact us at 615/268-6644. **BALANCE DUE**

\$3,307.45