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Action Plan

- 1) Develop a one page capability statement for your product or service
- 2) Identify your company name, phone, fax, email and point of contact
- 3) Identify you take credit cards
- 4) Mail/fax/email the letter to the attention of the contracting officer/program manager
- 5) Follow-up with a phone call within 1-2 weeks after the mailing
- 6) Follow-up every 6 months

Florida Federal Buying Agencies

Bay Pines

Department of Veterans Affairs
Medical Center
Post Office Box 457
Bay Pines, FL 33744
Constance M. Springs
Contract Specialist
(727) 398-9375
(727) 398-9536 Fax

Cape Canaveral

NASA, Kennedy Space Center
Mail Code OP-CIAO
Kennedy Space Center, FL 32899
Gloria Marsh
(321) 867-7349



Cocoa Beach

45th Space Wing/BZ
1201 Edward H. White II Street
Patrick AFB, FL 32925-3237
Linda Sherod
Chief, Small Business Office
(321) 494-2207
(321) 494-5599 Fax

Fort Lauderdale

Department of State
Regional Procurement & Support Office
4000 North Andrews Drive
Ft. Lauderdale, FL 33309
Rob Lloyd
Director
(954) 630-1164

GSA, Miami Property Management Center
299 E. Broward Blvd., Suite 302
Ft. Lauderdale, FL 33301

Fort Walton Beach

Air Armament Center
Air Force Materiel Command – MS AAC/BC
205 West D Avenue, Suite 449
Eglin AFB, FL 32542-6863
Marcia Smith
Director, Small Business Office
(850) 882-2843,



Gainesville

Department of Veterans Affairs
N Florida/S Georgia Veterans Healthcare Sys.
1601 SW Archer Road
Gainesville, FL 32608-1197
Sally Thomas
Contract Specialist
(352) 374-6086
(352) 374-6117 Fax

Hialeah

U. S. Marine Corps - AT(Tow) Co., Sct Plt,
Navy & Marine Corps Reserve Center
18650 NW 62nd Avenue
Hialeah, FL 33015-6009
SSgt. GrSegory L. Carter
(305) 628-5176
(305) 628-5178 Fax

Hollywood

Bureau of Indian Affairs
6075 Stirling Road
Hollywood, FL 33024
Pat Franceschini
Agency Contact
(954) 581-7050

Homestead

Department of the Air Force
482nd Fighterwing, Contracting Flight
29050 Coral Sea Blvd.
Homestead ARB, FL 33039-1299
John Marshburn
Small Business Specialist
(305) 224-7474



Homestead

Everglades National Park
Attn: Contracting Office
40001 State Road 9336
Homestead, FL 33034
Leanne Daniels
Contract Specialist
(305) 242-7793
(305) 242-7795 Fax

Jacksonville

Fleet & Industrial Supply Center (FISC)
PO Box 97
Jacksonville, FL 32212-0097
Linda Owen
Deputy for Small Business
(757) 443-1435

Naval Facilities Engineering Command
Facilities Team Southeast
PO Box 143
Jacksonville, FL 32212-0139
Scott Hatcher
Deputy for Small Business
(904) 542-8745, ext. 1105

Naval Hospital
Material Management Dept.
Code 0603, Bldg. H-2091
Jacksonville, FL 32214-7107
Melanie Gibson
Small Business Specialist
(904) 542-7715, ext. 103



Jacksonville

U.S. Army Corps of Engineers
Jacksonville District
PO Box 4970
Jacksonville, FL 32232-0019
Claudia H. Hundley
Deputy for Small Business
(904) 232-1150
Claudia.H.Hundley@USACE.Army.mil

U.S. Postal Service
Procurement Service Office
7415 Commonwealth Avenue
Jacksonville, FL 32099-1101

Key West

Department of the Army
Naval Facilities Engineering Command
Resident Officer in Charge of Contracts
Officer Building A-718/PO Box 9018
Naval Air Station
Key West, FL 33040-9018
Beverly Davis
Contracting Officer
(305) 293-2905
(305) 293-2631 Fax

Naval Facilities Engineering Command
ROICC Key West
PO Box 9018
Key West, FL 33040
Renne Mims
Small Business Specialist
(305) 293-2596

Lake City

Lake City Division N. Florida/S. Georgia
Veterans Healthcare
801 South Marion Street
Lake City, FL 32025



Hurlburt Field

Air Force Special Operations Command
427 Cody Avenue
Suite 212
Hurlburt Field, FL 32544
Molly Yow
Director, Small Business
(850) 884-2376

Base Contracting Office
16 CONS/LGC
350 Tully Street
Hurlburt Field, FL 32544
Ron Sinisacalchi
Small Business Specialist
(850) 884-1250

Miami

Department of Commerce
National Hurricane Center
11961 SW 17th Street
Miami, FL 33165-2149

Department of Homeland Security
United States Coast Guard
Integrated Support Command
909 SE 1st Avenue
Miami, FL 33131
Felicia Anderson
Chief of the Contracting Office
(305) 415-7080

Department of Homeland Security
United States Coast Guard
Civil Engineering Unit, Miami
15608 SW 117th Avenue
Miami, FL 33177-6723
Ms. Pat Lambert
Chief of the Contracting Office
(305) 278-6720



Miami

Department of Justice
Federal Correction Institution
15801 SW 137th Avenue
Miami, FL 33177
Charles Noble
Contract Specialist
(305) 259-2111
(305) 259-2392 Fax

Department of Veterans Affairs
Acquisition & Material Management Services
(546-90C)
1201 Northwest 16th Street
Miami, FL 33125-1693
Gwendolyn Moore
Assistant Chief, A&MMS
(305) 575-3221
(305) 575-3250 Fax

Federal Detention Center
PO Box 019119
Miami, FL 33101-9119
Juan Yopez
Supervisory Contracting Officer
(305) 982-1245

Federal Reserve Bank of Atlanta
Accounting/Fiscal Services – Miami Branch
9100 Northwest 36th Street
PO Box 520847
Miami, FL 33152-0847
Ismael Horta
Purchasing/Small Company Specialist
(305) 471-6423
(305) 471-6418 Fax



Miami

General Services Administration
Claude Pepper Federal Building
51 SW 1st Avenue, Room 423
Miami, FL 33130
Lidia Demonech
Contracting Officer
(305) 536-5751, ext. 23
(305) 536-3080 Fax

U.S. District Court
Southern District of Florida
300 NE First Avenue, Room 125
Miami, FL 33132
Kevin G. Pryor
Contracting Officer
(305) 523-5077
(305) 523-5079 Fax

U.S. Postal Service – Miami
Procurement Center
7499 NW 31st Street
Miami, FL 33122-9991

U.S. Southern Command – Miami
Headquarters Commandant
3511 NW 91st Avenue
Miami, FL 33172
Renee Turner
Chief, Directorate of Army Contracting
(305) 437-2661
(305) 437-2752 Fax

Ochopee

U.S. Department of Interior, National Park
Services – Big Cypress National Reserve
HCR 61, Box 110
Ochopee, FL 34141-9710
Randy Effert
Contracting Officer
(941) 695-1113



Orlando

DCMA Orlando – (DCMAE-GODSB)
3555 Maguire Blvd.
Orlando, FL 32803-3726
Barbara Gaines
Assistant Director of Small Business
(407) 228-5113
(407) 228-5312 Fax

NAVAIR Training Systems Division
Small Business Office
12350 Research Parkway
Orlando, FL 32826-3275
Argentina V. Thompson
(407) 380-8253

Panama City

Air Education and Training Command
325 CONS/CC (AF)
501 Illinois Avenue, Suite 5
Tyndall AFB, FL 32403-5526
Norma Myers
Small Business Specialist
(850) 283-3670

Naval Facilities Engineering Command
ROICC Panama City, Naval Support Activity
110 Vernon Avenue
Panama City Beach, FL 32407-7018
Mary Ann Pearson
Deputy for Small Business
(850) 235-5473

Naval Surface Warfare Center
110 Vernon Avenue
Panama City, FL 32407-7001
Johnny L. Peace
Deputy for Small Business
(850) 234-4347



Pensacola

Naval Air Station, Pensacola
190 Radford Street
Pensacola, FL 32508-5517
Colleen Lennon-Boone
Small Business Specialist
(850) 452-3609

Naval Facilities Engineering Command
ROICC Pensacola
520 Turner Street, Bldg. 746
Pensacola, FL 32508-5225
Alice Oberhausen
Small Business Specialist
(850) 452-5493

Naval Hospital, Code 17
6000 W. Highway 98, Bldg. 2269
Pensacola, FL 32512-0003
Alfreda M. Bryant
Small Business Specialist
(850) 505-6014

Saint Augustine

U.S. Department of the Army
USPFO for Florida, POB 1008
St. Augustine, FL 32085-1008
(904) 823-0550

Saint Petersburg

DCMA, St. Petersburg (DCMAE-GCDSB)
9459 Koger Blvd., Suite 200
St. Petersburg, FL 33702-2455
Sandra J. Scanlan
(727) 579-3093



Tampa

6 CONS/CC (AF)
2606 Brown Pelican Avenue
MacDill AFB, FL 33621-5000
Trish Peed
Small Business Specialist
(813) 828-7030

Department of Veterans Affairs
James A. Haley Veterans' Hospital
13000 Bruce B. Downs Blvd.
Tampa, FL 33612
Debbie Dodson
Contracting Officer
(813) 972-7588
(813) 903-4838 Fax

U.S. Army Corps of Engineers
Gulf Coast Area Office, POB 19247
Tampa, FL 33686-9247

U.S. Special Operations Command
USSOCOM/SOSB
7701 Tampa Point Blvd.
MacDill AFB, FL 33621-5323
Karen Pera
Director, Small Business
(813) 828-7549



West Palm Beach

U.S. Army Corps of Engineers
Restoration Program Office
1400 Centrepark, Suite 750
W Palm Beach, FL 33401-7402
Randy Edney
Assistant Deputy for Small Business
(561) 683-1577, ext. 14
(561) 683-2418 Fax

Department of Veterans Affairs (548/04B)
VA Medical Center
7305 North Military Trail
W Palm Beach, FL 33410-6400
Dinora Bruno
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(561) 422-6511
(561) 422-6507 Fax