

Senior/Expert Acquisition Management - 4 Days

Course U153 Overview

You Will Learn How To

- Evaluate a requirements development process to establish mission-oriented capabilities and needs
- Supervise effective market research and establish options to enhance business strategies
- Evaluate a concept selection process and develop recommended courses of action
- Assess a technology development process for achieving an acquisition strategy
- Identify how acquisitions are affected by interpretation of business plans and intellectual property
- Recognize and solve problems that arise in developing agency-level and service-type contracts

Course Benefits

Successful acquisitions begin by developing clear business and user requirements and progressing through concept development to performance-based contracts. This course provides the skills to evaluate complex acquisition projects, including requirements, concept, technology, and contract documentation, and identify potential performance issues and viable approaches to resolve those issues.

Who Should Attend

Senior/Expert program and project managers, directors, sponsors and others seeking Level III FAC-P/PM certification.

Workshop Course

Through an immersive, simulated case study, you gain practical experience evaluating the development and implementation of complex acquisition plans and documents. Activities include:

- Reviewing the prior acquisition documents
- Defining the requirements
- Analyzing market research
- Evaluating the concept selection process
- Monitoring the technology development process
- Developing contract requirements and support documentation
- Preparing and issuing contract solicitations
- Developing performance-based service agreements

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Course U153 Outline

Reviewing Acquisition Management Principles

Recognizing acquisition authority

- Defining a project mission
- Addressing contract authority and oversight

Following acquisition principles

- Following basic contract principles
- Managing special acquisitions
- Following federal acquisition regulations

Enhancing the Requirements Process

Meeting the mission needs

- Defining mission-oriented agency capabilities
- Developing user scenarios using process maps
- Involving stakeholders

Valuing performance results

- Creating operational performance measures
- Identifying key questions for performance measures
- Addressing nonsystem specific approaches

Evaluating the Statement of Needs

- Selecting appropriate documents
- Reviewing GAO best practices

Creating Valuable Market Research

Focusing on pertinent research

- Evaluating technology maturity for acquisition planning
- Identifying business strategy

Clarifying research findings

- Addressing dual-use technologies
- Validating market research

Matching requirements to development

- Strategies for technology development
- Applying best practices

Focusing the Concept Selection Process

Making alternatives meaningful

- Delineating analysis of alternative concepts
- Identifying concept benefits
- Creating recommended courses of action

Selecting a successful concept

- Specifying performance measures
- Recommending a preferred system concept

Adhering to the Technology

Development Process

Defining detailed requirements

- Delineating system requirements
- Preparing an R&D work statement
- Creating key performance parameters
- Conducting requirements trade-offs

Reporting to oversight organizations

- Documenting the acquisition program baseline
- Specifying the acquisition strategy/plan
- Addressing A-94 program assessment rating tool
- Addressing OMB 300 submittals

Preparing and Issuing the Solicitation

Preparing a comprehensive program specification

- Identifying appropriate use of statement of work (SOW)
- Identifying appropriate use of statement of objectives (SOO)
- Establishing appropriate evaluation criteria based on SOW/SOO

Assisting in planning solicitation activities

- Creating preaward policies
- Disseminating information and requirements
- Addressing presolicitation communication options

Gathering Requirements and Support Documentation

Planning preaward actions

- Outlining challenging contract clauses
- Addressing multiple-incentive contracts
- Avoiding SOW or SOO unintended nuances
- Analyzing complex CLIN structures

Identifying unclear provisions

- Aligning complex technical execution provisions
- Addressing complex contract funding provisions
- Specifying complex government funds provisions

Creating Performance-Based Service Agreements

- Negotiating a baseline of performance

- Evaluating management actions for acquisition services
- Creating a level of support at a cost consistent with funding