



Objectives Sheet

CON 280 - Source Selection and Administration of Service Co

Course Learning/Performance Objectives followed by enabling learning objectives

CON 280.U01.01	Given a complex services requirement, identify the appropriate source selection team roles and responsibilities, to include government and non-government advisors.
CON 280.U01.01.01	Define what constitutes a services acquisition.
CON 280.U01.01.02	Recognize key issues related to services acquisitions.
CON 280.U01.01.03	Identify key policies and regulations related to services acquisitions.
CON 280.U01.01.04	Identify the roles and responsibilities of the major acquisition team members in complying with the appropriate service acquisition policies, regulations and guidance.
CON 280.U01.01.05	Using the Seven-Step Service Acquisition process, interpret the steps to a complex service requirement.
CON 280.U02.01	Using the results of market research, assess the industry's environment and determine availability of sources
CON 280.U02.01.01	Analyze market research documentation
CON 280.U02.01.02	Apply historical cost/pricing principles to estimate future contract pricing
CON 280.U03.01	Utilizing the DAU Performance Requirements Roadmap and results of a comprehensive market research generate PBA metrics mirroring best commercial practices
CON 280.U03.01.01	Compose a comprehensive QASP that identifies how surveillance of the contractor will be performed
CON 280.U03.01.02	Develop a Performance Requirement Summary using PBA metrics gleaned from the market research report that mirrors best practices
CON 280.U04.01	Given a complex services requirement, determine appropriate methods of communication employed by the acquisition team
CON 280.U04.01.01	Construct pre-solicitation conference
CON 280.U04.01.02	Discuss RFI to industry
CON 280.U04.01.03	Complete face-to-face meetings with industry
CON 280.U04.01.04	Identify components of a team charter in the acquisition process
CON 280.U04.01.05	Identify the value of a communication plan to the acquisition team in a pre-and post-award environment
CON 280.U04.01.06	Discuss the critical application of a project plan in a complex acquisition
CON 280.U04.02	Given a complex services requirement and market research results, decide the appropriate acquisition strategy that maximizes small business participation at the prime and subcontracting levels
CON 280.U04.02.01	Identify SDB and SB administration 8(a) authority and actions
CON 280.U04.02.02	Identify procedures to ensure subcontracting opportunities for small businesses
CON 280.U04.02.03	Identify set-aside procedures
CON 280.U04.03	Using the results of an analysis of a given requirement, determine an appropriate performance-based approach that meets the customer's mission requirement
CON 280.U04.03.01	Formulate business and contracting advice to stakeholders on acquisition strategy
CON 280.U04.03.02	Determine solicitation type
CON 280.U04.03.03	Determine socio-economic requirements
CON 280.U04.03.04	Determine pricing approach
CON 280.U04.03.05	Evaluate performance requirements Objectives, Standards and deliverables
CON 280.U04.03.06	Determine source selection evaluation method
CON 280.U05.01	Given a complex services requirement and using the results of an in-depth market research report, construct relevant elements of an acquisition plan IAW FAR and DFARS
CON 280.U05.01.01	Determine acceptable levels of risk
CON 280.U05.01.02	Identify risk types that can impact an acquisition
CON 280.U05.01.03	Discuss Organizational Conflicts of Interest (OCI)/Personal Conflicts of Interest (PCI)
CON 280.U05.01.04	Discuss the affect of Government Property in a competitive acquisition
CON 280.U05.02	Given a complex services requirements package, examine appropriate sections of a solicitation in accordance with application laws, regulations, policies, acquisition plan and source selection plan
CON 280.U05.02.01	Discuss the unique clauses requirements for Section H
CON 280.U05.02.02	Formulate the language for Section L & M
CON 280.U05.02.03	Analyze the contract line items in Section B
CON 280.U06.01	Given a complex services requirement, construct a source selection plan that meets all public law, regulations, policy, and other guidelines
CON 280.U06.01.01	Determine evaluation criteria
CON 280.U06.01.02	Determine appropriate rating system



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CON 280.U07.01	Given a contract requirement, accurately assess the financial implications of various types of contract and incentive arrangements
CON 280.U07.01.01	Determine the appropriate contract type
CON 280.U07.01.02	Construct an incentive arrangement that motivates the contractor to control costs
CON 280.U07.01.03	Decide any performance or schedule incentives
CON 280.U07.01.04	Determine appropriate payment and/or financing arrangements
CON 280.U07.01.05	Determine fee disbursement criteria and special provision with payment instructions
CON 280.U07.02	Given a complex services requirement, evaluate incentive arrangements, for adherence to regulation, policy and guidance
CON 280.U07.02.01	Formulate final price
CON 280.U07.02.02	Formulate fee adjustments
CON 280.U07.03	Given a complex services acquisition situation, appropriately apply the necessary Government funding provisions
CON 280.U07.03.01	Discuss the appropriate response to a contractor's notification IAW the limitation of cost provisions
CON 280.U07.03.02	Determine the appropriate level of funding required considering contract ceilings and targets versus most likely cost estimates
CON 280.U07.04	In a competitive negotiated contracting environment, determine the competitive range based on FAR and other guidance
CON 280.U07.04.01	Identify appropriate exchanges with offerors
CON 280.U07.04.02	Identify which proposals are to be included
CON 280.U07.04.03	Conduct meaningful discussions as interpreted by GAO in legal decisions
CON 280.U07.05	Given a complex services acquisition situation evaluate several contractor proposals to determine contract award
CON 280.U07.05.01	Evaluate the proposed cost incentive arrangements
CON 280.U07.05.02	Generate a cost realism analysis to determine and apply the most probable cost adjustments
CON 280.U07.06	After establishment of a competitive range, prepare for negotiations/discussions in accordance with FAR and DFARS
CON 280.U07.06.01	Analyze audit and technical reports
CON 280.U07.06.02	Conduct cost and/or price analysis
CON 280.U07.06.03	Review price analysis reports
CON 280.U07.06.04	Prepare pre-negotiation position to include identifying potential trade-offs
CON 280.U07.07	Using the standards for contractor responsibility in FAR Part 9.1, discuss the contractor responsibility process prior to contract award
CON 280.U07.07.01	Determine whether the prospective contractor is qualified and eligible to receive an award under applicable laws and regulations
CON 280.U07.07.02	Examine the steps to be taken when a small business contractor is determined non-responsible
CON 280.U07.08	In a competitive contracting environment and using the DoD source selection procedures, recommend the best value proposal to meet mission requirement
CON 280.U07.08.01	Evaluate SSEB report for consistency with SSP and solicitation
CON 280.U07.08.02	Compose a source selection decision document that is consistent with the source selection plan
CON 280.U07.08.03	Create a comprehensive SSA briefing in the form of a robust business case that utilizes the research and supporting documents in a comprehensive and coherent manner
CON 280.U07.08.04	Present a robust SSA briefing that defends a best value decision , SSAC recommendations and trade-off analysis in a comprehensive and valid method to support a final SSA decision
CON 280.U08.01	Based on the results of the SSEB & SSAC evaluation reports and the SSDD, determine what information to include in debriefings and differentiate between protest processes
CON 280.U08.01.01	Differentiate between pre-award and post-award debriefings with regards to content and timelines
CON 280.U08.01.02	Differentiate between the protest processes of the four Government offices where the contractor can file a protest
CON 280.U08.01.03	Produce a Post Award debriefing to an unsuccessful offeror
CON 280.U09.01	After contract award, determine the appropriate forum to address customer and contractor's responsibilities for successful performance of the contract
CON 280.U09.01.01	Discuss a post-award conference process and its value to the success of the contract
CON 280.U09.01.02	Discuss the importance of reading and understanding contract requirements
CON 280.U10.01	After contract award, develop contract administration requirements in accordance with FAR and DFARS



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CON 280.U10.01.01	Determine when to delegate administrative functions
CON 280.U10.01.02	Discuss the process to appoint, train and manage CORs
CON 280.U10.01.03	Determine contract surveillance requirements to support effective risk management of the contract
CON 280.U11.01	After contract award, perform contract administrative functions in accordance with FAR and DFARS
CON 280.U11.01.01	Analyze contracting officer representatives' feedback
CON 280.U11.01.02	Explain evaluation of contractor performance in DoD
CON 280.U11.01.03	Examine proper methods to assess contractor compliance with contract requirements
CON 280.U12.01	Determine the need for contract modifications in accordance with contract terms and conditions and FAR and DFARS
CON 280.U12.01.01	Evaluate contractor's request for equitable adjustment
CON 280.U12.01.02	Assess the impact of a price adjustment to the elements of an incentive arrangement
CON 280.U12.01.03	Formulate appropriate under/over target adjustments to the elements of the incentive arrangement
CON 280.U12.01.04	Analyze the contract option process
CON 280.U12.01.05	Evaluate appropriate wage rate increases IAW Service Contract Act
CON 280.U13.01	After contract performance is complete, determine contract close-out procedures as they relate to services and the case study
CON 280.U13.01.01	Identify inventory close-out documentation unique to services contracts
CON 280.U13.01.02	Discuss closeout costs in an incentive environment
CON 280.U13.02	Given a complex services acquisition, appropriately examine the provisions of the allowable cost and payments provision
CON 280.U13.02.01	Analyze allowable costs, unallowable costs, and cost allowable with restrictions
CON 280.U13.02.02	Select government advance notifications to disallow costs
CON 280.U13.03	Given a complex services acquisition, appropriately evaluate the provisions of the incentive fee provisions
CON 280.U13.03.01	Select the necessary information required to determine the final actual audited allowable cost incurred in completing performance
CON 280.U13.03.02	Determine the application of billing vs. final contractor rates
CON 280.U13.03.03	Determine final fee computations from final actual audited allowable costs