

Senior/Expert Acquisition Management

Workshop Course U153 • 4 DAYS



You Will Learn How To:

- Evaluate a requirements development process to establish mission-oriented capabilities and needs
- Supervise effective market research, assess technology development processes and establish options to enhance business strategies
- Evaluate a concept selection process and develop recommended courses of action



Active Learning Workshop:

- Defining the requirements and analyzing market research
- Evaluating the concept selection process
- Monitoring the technology development process
- Developing contract requirements and support documentation
- Preparing and issuing contract solicitations
- Creating performance-based service agreements

About This Course: 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.

“For 20 years, Learning Tree has been my choice for technical training, and I have yet to be disappointed. The depth of the course content, the high caliber of instructors, and the unique training benefits are unmatched.”

— D. Lamarche, Manager,
Thin Client Services

Course Content ► Workshop Course U153 • 4 DAYS

Reviewing Acquisition Management Principles

Recognizing acquisition authority

- Defining a project mission
- Addressing contract authority and oversight

Following acquisition principles

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

Enhancing the Requirements Process

Meeting the mission needs

- Defining mission-oriented agency capabilities
- Developing user scenarios 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 assessments and evaluations
- 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

Assisting in planning solicitation activities

- Creating pre-award 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



TEAM TRAINING & COACHING AT YOUR LOCATION

Whether your organization requires a single course or a full curriculum, Learning Tree can handle all aspects of your training event — **whenever and wherever you need it.**

Learn more at:
LearningTree.com/OnSite



FREE PERSONAL 'MY LEARNING TREE' ACCOUNT BENEFITS

- Download your Course Materials
- Receive Instructor Coaching after your course
- Preserve all your Learning Tree Training Accomplishments
- Print your Course Transcript and Certificates on demand
- ... and much more!

LOGIN or CREATE Your Account at:
LearningTree.com/MyLearningTree

Bring FAC-P/PM Training On-Site to Your Preferred Location & Certify Your Entire Team!

Call 1-800-843-8733 or visit: LearningTree.com/OnSite

Learn more about our FAC-P/PM Courses and Certifications at: LearningTree.com/FACPPM