

**DAWIA**  
**DEBRA DENT, COORDINATOR 757-9103**

**UPDATED: 08 MAY 2000**

ADVANCED SYSTEMS PLANNING, RESEARCH, DEVELOPMENT AND  
ENGINEERING (SYS 301)

CONFIGURATION MANAGEMENT (LOG-204)

EXECUTIVE ACQUISITION LOGISTICS MANAGEMENT (LOG-304)

GOVERNMENT CONTRACT LAW (CON-210)

INTERMEDIATE ACQUISITION LOGISTICS (LOG-201)

INTERMEDIATE CONTRACTING (CON 202)

INTERMEDIATE CONTRACT PRICING (CON-204)

INTERMEDIATE SYSTEMS ACQUISITION (ACQ-201)

MANAGEMENT FOR CONTRACTING SUPERVISORS (CON 333)

PROVISIONING (LOG 205)

<b>COURSE TITLE:</b>	<b>ADVANCED SYSTEMS PLANNING, RESEARCH, DEVELOPMENT AND ENGINEERING (SYS 301)</b>
<b>VENDOR:</b>	Naval Center for Acquisition Training (NCAT)
<b>LOCATION:</b>	Employee Development Center, Building #2189
<b>DATE:</b>	24 July – 04 August 2000
<b>DESCRIPTION:</b>	<p>This course uses a facilitated case study to help students become more effective in the use of the science, technology and systems engineering processes and procedures that must be followed during each phase of a system's life cycle. The common tools of systems planning research, development and engineering are used within the framework of an integrated case study that starts with a need, progresses through the acquisition milestones and phases, and ends with a demonstration of system effectiveness. The students will employ requirements analyses, risk management, technical performance measures, trade-off analyses, configuration and data management, technical reviews, forecasting, design of experiments, work breakdown structures, and specification and statement of work tailoring to control and evaluate the evolutionary design of a target system. Special emphasis is placed on exploring the relationships between science and technology, systems engineering, and acquisition management.</p>
<b>OBJECTIVE:</b>	<p>Students who successfully complete this course will be able to:</p> <ul style="list-style-type: none"> <li>• Analyze and solve technical problems.</li> <li>• Evaluate and forecast cost, schedule, performance and risk issues across the systems engineering life cycle.</li> <li>• Synthesize and integrate program management office activities.</li> <li>• Ensure the integrity and productivity of research, development and engineering activities.</li> </ul>
<b>AUDIENCE:</b>	Civilians GS-13 and above and military O3-O6
<b>PREREQUISITES:</b>	SYS 201
<b>NOMINATIONS:</b>	Register – Now Website: <a href="http://www.register-now.cms.navy.mil">http://www.register-now.cms.navy.mil</a>
<b>COST:</b>	None.

<b>COURSE TITLE:</b>	<b>CONFIGURATION MANAGEMENT (LOG-204)</b>
<b>VENDOR:</b>	Naval Center for Acquisition Training (NCAT)
<b>LOCATION :</b>	Southern Maryland Higher Education Center (SMHEC)
<b>DATES :</b>	19-23 June 2000 25-29 September 2000
<b>NOMINATION DEADLINE:</b>	Log on to <u>REGISTER-NOW</u> 90 days before the start date of the class you are requesting.
<b>DESCRIPTION:</b>	This 5-day course will provide managers and functional staff with the knowledge of how to apply Configuration Management (CM) successfully. An overview of the concepts and practices of CM are discussed. The course covers current practices in Department of Defense (DOD) and industry for CM and figure strategies for CM in DOD. Other key areas such as the impact on CM of acquisition reform, the integrated data environment, open systems, and commercial and non-developmental items are discussed. Continuing scenario exercises trace the technical development, production, and support issues of a system.
<b>OBJECTIVE :</b>	At the completion of the course participants should be able to : <ul style="list-style-type: none"> <li>• Explain and relate the elements of CM (Planning/Management, Configuration Identification, Control, Status Accounting, Audits, and Data Management) to system engineering and the life cycle model.</li> <li>• Understand the requirements for and the techniques used to design, develop, implement, and operate a CM program.</li> <li>• Understand how CM enables acquisition reform initiatives and open systems within an Integrated Data Environment.</li> <li>• Effectively use CM as part of the IPPD to develop, produce, and support a system.</li> </ul>
<b>AUDIENCE :</b>	Mandatory course for Level II certification in the Logistics Career field. GS-09/12 and O3- O6
<b>PREREQUISITES :</b>	ACQ-201
<b>NOMINATION :</b>	Register - Now Website : <a href="http://www.register-now.cms.navy.mil">http://www.register-now.cms.navy.mil</a>
<b>COST:</b>	None.

<b>COURSE TITLE:</b>	<b>EXECUTIVE ACQUISITION LOGISTICS MANAGEMENT (LOG-304)</b>
<b>VENDOR:</b>	Naval Center for Acquisition Training (NCAT)
<b>LOCATION :</b>	Southern Maryland Higher Education Center (SMHEC)
<b>DATES :</b>	05-15 June 2000 11-21 September 2000
<b>NOMINATION DEADLINE:</b>	Log on to <u>REGISTER-NOW</u> 90 days before the start date of the class you are requesting.
<b>DESCRIPTION:</b>	<p>This 9-day course prepares the acquisition logistician to function in executive-level logistics management and policy-making positions.</p> <p>The topic areas covered in the course include acquisition reform, integrated product and process development, sustainment, determination of logistics requirements, program management, contracting for logistics, reliability, maintainability, availability, test and evaluation, PPBS, and logistics for foreign military sales. Evaluation, analysis, forecasting and decision making will be emphasized so that the ultimate design of the overall weapon system and its logistics support is sound from cost as an independent variable and total system perspectives.</p>
<b>OBJECTIVE :</b>	<p>At the completion of the course participants should be able to :</p> <ul style="list-style-type: none"> <li>• Understand the complex relationships between logistics support planning, acquisition policy, requirements determination, program management, contracting, and Government funds management.</li> <li>• Understand acquisition reform issues as they pertain to acquisition logistics.</li> <li>• Improve skills in finding logistics solutions that will improve weapon system availability and reduce life cycle cost.</li> <li>• How to become a valuable member of the program management team and ensure that logistics considerations are integrated into the systems engineering process throughout the life cycle of the weapon system.</li> </ul>
<b>AUDIENCE :</b>	<b>This is a mandatory course for Level III Certification in Logistics</b>
<b>PREREQUISITES :</b>	Level II Acquisition Logistics courses.
<b>NOMINATION :</b>	Register - Now Website : <a href="http://www.register-now.cms.navy.mil">http://www.register-now.cms.navy.mil</a>
<b>COST:</b>	None.

<b>COURSE TITLE:</b>	<b>GOVERNMENT CONTRACT LAW (CON-210)</b>
<b>VENDOR:</b>	Naval Center for Acquisition Training (NCAT)
<b>LOCATION :</b>	Employee Development Center, Building #2189
<b>DATE :</b>	05-16 June 2000
<b>NOMINATION DEADLINE:</b>	Log on to <u>REGISTER - NOW</u> 90 days before the start date of the class you are requesting.
<b>DESCRIPTION:</b>	This 10-day course provides an understanding of the impact of Government Contract Law on daily decision making in acquisition. It introduces basic legal principles and sources of contract law as they apply to the Government's acquisition of supplies and services, as well as construction services. Court cases and administrative decisions (General Accounting Office, Boards of Contract Appeals) are discussed with emphasis on how the law affects the Government/contractor interface and how to avoid legal disputes and maintain ethical business relationships.
<b>OBJECTIVE :</b>	<p>At the completion of this course participants should be able to:</p> <ul style="list-style-type: none"> <li>• Discriminate between statutory, regulatory, and ethical restrictions applicable to government contracts.</li> <li>• Analyze and determine the manner in which the various pieces of federal legislation and judicial and administrative decisions impact the formation of government contracts.</li> <li>• Compare and contrast the different procedures and remedies available to an adversely affected bidder or offeror in the forums available in which to protest a government acquisition.</li> <li>• Given different types and forms of property, summarize the government's rights in such property and the remedies available to both the government and the contractor resulting from the improper use of such property.</li> <li>• Distinguish those situations in which the government has properly and improperly obligated federal monies.</li> <li>• Identify actionable fraud and summarize possible options for remedying such conduct. Given different types of contracts, identify and select the government's rights with respect to delivery, and/or any express or implied warranties, and make a determination about when acceptance takes place.</li> <li>• Given various situations in which a contractor has performed additional work not required by the original contract, (1) differentiate those situations in which the contractor is entitled to an equitable adjustment from those in which the contractor is not, and (2) if so entitled, determine the elements of the equitable adjustment.</li> </ul>
<b>AUDIENCE:</b>	Mandatory for Level II Contracting Career Field personnel.
<b>PREREQUISITES :</b>	Level I Contracting courses. ( CON -101) (CON -104)
<b>NOMINATION :</b>	Register-Now Website <a href="http://www.register-now.cms.navy.mil">http://www.register-now.cms.navy.mil</a>
<b>COST:</b>	None

<b>COURSE TITLE:</b>	<b>INTERMEDIATE ACQUISITION LOGISTICS (LOG-201)</b>
<b>VENDOR:</b>	Army Logistics Management College
<b>LOCATION :</b>	Employee Development Center, Building #2189
<b>DATES :</b>	15 August-01 September 2000
<b>NOMINATION DEADLINE:</b>	Log on to <u>REGISTER-NOW</u> 90 days before the start date of the class you are requesting.
<b>DESCRIPTION:</b>	This 15-day course is designed for acquisition logistics managers and their supervisors. The course provides a hands-on approach for building acquisition logistics skills with minimal lectures. The major emphasis is on practical exercises and case study. Major areas of study include: emerging acquisition logistics concepts, policies, constraints, and other considerations; integrated product and process development; logistics interface with systems engineering; market investigations; supportability analysis; logistics test and evaluation; maintenance planning and other supportability element requirements; configuration management interface; life cycle costing; overall program supportability planning; and contracting for acquisition logistics. Students gain skills by using applicable automated job performance aids. They develop theoretical and pragmatic solutions to individual and group exercises/case studies. Students develop and present an acquisition logistics briefing, and do research work on current acquisition logistics topics. Students receive a pass or fail grade based on these efforts as well as individual knowledge assessments. The overall goal of the course is to ensure the students have attained the course learning objectives and can function as Level II acquisition logisticians in the Department of Defense.
<b>OBJECTIVE :</b>	At the completion of the course participants should be able to : <ul style="list-style-type: none"> <li>• Apply leading edge logistics concepts, policies, constraints, and other considerations to the development and execution of acquisition logistics within the Department of Defense.</li> <li>• Enhance their proficiency in performing the knowledge areas of their job as determined by the Defense Acquisition Logistics Career Management Board (DALCMB).</li> </ul>
<b>AUDIENCE :</b>	Level I certified acquisition logistics managers and their supervisors. Mandatory course for Level II in Acquisition Logistics Career field.
<b>PREREQUISITES :</b>	ACQ - 201, LOG - 101
<b>NOMINATION :</b>	Register - Now Website: <a href="http://www.register-now.cms.navy.mil">http://www.register-now.cms.navy.mil</a>
<b>COST:</b>	None.

<b>COURSE TITLE:</b>	<b>INTERMEDIATE CONTRACTING (CON 202)</b>
<b>VENDOR:</b>	Naval Center for Acquisition Training (NCAT)
<b>LOCATION:</b>	Employee Development Center, Building #2189
<b>DATES:</b>	18 July-11 August 2000
<b>NOMINATION DEADLINE:</b>	Log on to REGISTER–NOW 90 days before the start date of the class you are requesting.
<b>DESCRIPTION:</b>	Intermediate Contracting presents experienced, intermediate-level contracting personnel with an intensive examination of the life cycle phases of contracting, including the pre-award phase of contracting (acquisition planning, solicitation, evaluation and award), and post award contract administration, plus contracting problem analysis and resolution. Case studies, along with group and individual exercises, expose students to contracting problems, and challenge students to apply ethical principles, statutes, regulations, and sound business judgment toward the resolution of contracting problems. Major course topics include acquisition planning, contracting methods with an emphasis on formal source selection and noncommercial acquisitions, and contract administration including contract surveillance and quality assurance, financial management, terminations, and disputes resolution.
<b>OBJECTIVE:</b>	<p>Students who successfully complete this course will be able to:</p> <ul style="list-style-type: none"> <li>• Perform acquisition planning to include the analysis of market research and requirements documents and consideration of recurring requirements, Government property, competition, contract type, and contract financing.</li> <li>• Develop a formal source selection plan.</li> <li>• Prepare a written formal source selection Request for Proposal for a noncommercial acquisition to include instructions for oral presentations.</li> <li>• Analyze and evaluate price related and non-price related factors to include performance risk assessment.</li> <li>• Determine the necessity for discussions, and where necessary, establish competitive range, conduct discussions and process a request for final proposal revisions.</li> <li>• Prepare an award decision for a competitive negotiated acquisition, conduct debriefings, and take steps to mitigate and/or resolve protests.</li> <li>• Construct an administration plan and conduct a post-award orientation.</li> <li>• Implement contract changes via contract modification, and perform Government Property administration.</li> <li>• Perform contract price or fee adjustments and process various contract payments.</li> <li>• Perform contract surveillance and quality assurance functions prescribed by the contract to include problem resolution through the application of contract remedies.</li> <li>• Determine when termination actions are appropriate.</li> </ul> <p>Analyze and apply the various procedures for resolving disputes and claims.</p>
<b>PREREQUISITES:</b>	CON 104 (except for Purchasing career field).
<b>AUDIENCE</b>	Acquisition Program Management, functional support personnel in NAVAIR Headquarters, associated PEO's, field activities, civilian contractors working for DON performing acquisition functions, and military reservists.
<b>NOMINATIONS:</b>	Register - Now Website : <a href="http://www.register-now.cms.navy.mil">http://www.register-now.cms.navy.mil</a>
<b>COST:</b>	None.

<b>COURSE TITLE:</b>	<b>INTERMEDIATE CONTRACT PRICING (CON-204)</b>
<b>VENDOR:</b>	Defense Logistics Agency Civilian Personnel Office
<b>LOCATION :</b>	Employee Development Center, Building #2189
<b>DATES :</b>	19-30 June 2000
<b>NOMINATION DEADLINE:</b>	Log on to <u>REGISTER-NOW</u> 90 days before the start date of the class you are requesting.
<b>DESCRIPTION:</b>	This 10-day course reinforces pricing skills taught in CON 104 and develops skills in price analysis, advanced pre-award pricing decisions, post-award pricing decisions (modifications) and general contract pricing issues. The Course Terminal Objective is for students to recognize pricing issues and develop pre-negotiation objectives so that a fair and reasonable price position is supported in contract actions. The course is designed as a group work focused, interactive student-to-student learning environment. Application of course material is developed through four scenarios covering supplies, services, systems and construction. Quantitative skills are interwoven with contracting topics and applied in these typical acquisition situations. Each group develops a portion of a scenario and leads the class in discussing the relevant pricing issues. Students are encouraged to share their experience and expertise in their group effort, and to help others develop these skills.
<b>OBJECTIVE :</b>	At the completion of the course participants should be able to : <ul style="list-style-type: none"> <li>• Understand and apply regression analysis techniques in contract pricing situations.</li> <li>• Develop pre-negotiation positions on proposed indirect cost rates.</li> <li>• Develop skills in estimating cost-to-complete.</li> <li>• Estimate work difference using Improvement Curve Analysis.</li> <li>• Apply work measurement factors to establish labor hour estimates.</li> <li>• Using Net Present Value Analysis, determine the best procurement alternative.</li> <li>• Describe how a price index number is determined and apply to project a new rate.</li> <li>• Identify the elements of and calculate values required to use incentive type contracts.</li> <li>• Given a statement of work change, determine the contract price adjustment.</li> <li>• Using Market Research and the Contracting Officer's commercially decision, determine the required cost data.</li> </ul>
<b>AUDIENCE :</b>	This course is designed for personnel who already possess their Level I contracting certification and are working on their Level II certification in Contracting.
<b>PREREQUISITES :</b>	CON-104
<b>NOMINATION :</b>	Register - Now Website: <a href="http://www.register-now.cms.navy.mil">http://www.register-now.cms.navy.mil</a>
<b>COST:</b>	None.

<b>COURSE TITLE:</b>	<b>INTERMEDIATE SYSTEMS ACQUISITION (ACQ-201)</b>
<b>VENDOR:</b>	Naval Center for Acquisition Training (NCAT)
<b>LOCATION :</b>	Southern Maryland Higher Education Center (SMHEC)
<b>DATES :</b>	11-28 July 2000 15 August-01 September 2000
<b>NOMINATION DEADLINES</b>	Log on to <u>REGISTER-NOW</u> 90 days before the start date of the class you are requesting.
<b>DESCRIPTION:</b>	This 14-day course provides journeymen students from the DAWIA functional career paths a comprehensive and integrated view of the Department of Defence (DoD) systems acquisition management, technical, and business processes. They become acquainted with the specialized terminology, concerns, policies, and roles of the primary acquisition participants. Students develop into practitioners, better prepared to cooperate in a multifunctional, synergistic environment. They are ready to accept the empowerment necessary to implement the concepts of integrated product and process development while working in program integrated product teams.
<b>OBJECTIVE :</b>	At the completion of the course participants should be able to : <ul style="list-style-type: none"> <li>• Understand the specialized terminology, concerns, policies, and roles of the primary acquisition participants.</li> <li>• Cooperate in a multifunctional, synergistic environment.</li> <li>• Accept empowerment necessary to implement the concept of integrated product and process development.</li> </ul>
<b>AUDIENCE :</b>	The target student is a Level I certified journeyman in acquisition management with significant experience in a particular career field. Eighty percent of the students who attend have less than 10 years of experience. The notional target student has between two and four years of experience. Course attendees are civilian employees and active duty service people from almost all of the DAWIA career paths.
<b>PREREQUISITES :</b>	ACQ – 101
<b>NOMINATION :</b>	Register - Now Website : <a href="http://www.register-now.cms.navy.mil">http://www.register-now.cms.navy.mil</a>
<b>COST:</b>	None.
<b>NEW:</b>	<i>This course is offered in a residency (14 days) course and also as a combination of computer-based training and in class seminar, ACQ-201A (On-Line) and ACQ-201B (Resident Only). Students must successfully complete part A, in order to proceed to part B. For registration, go into Register-Now at <a href="http://www.register-now.cms.navy.mil">http://www.register-now.cms.navy.mil</a>. The Equivalency Examinations for ACQ-201 will be offered at Pax River NAS. Applicants must satisfy all DoD 5000.52M level II requirements for their career field excluding ACQ-201. POC is Mr. Steve Gullepie, NCAT at 301-342-1081 for examination dates, locations, and application information.</i>

<b>COURSE TITLE:</b>	<b>MANAGEMENT FOR CONTRACTING SUPERVISORS (CON 333)</b>
<b>VENDOR:</b>	Naval Center for Acquisition Training (NCAT)
<b>LOCATION:</b>	Employee Development Center, Building #2189
<b>DATE:</b>	10 –14 July 2000
<b>DESCRIPTION:</b>	<p>The Management for Contracting Supervisors Course is designed for first line supervisors assigned to acquisition/contracting positions within the Federal Government. The course concentrates on numerous Department of Defense (DoD) management issues formulated within a variety of preaward and postaward risk management scenarios that challenge acquisition professionals. Participants utilize the integrated case study method, critical incidents, small group interaction and other teaching methods to assess and interpret the variables that affect contract performance and successful mission accomplishment in DoD procurement. Case scenarios are supplemented and reinforced by other techniques and issues that may be raised during the class by students. Participants are encouraged to apply their experience and expertise to the course, and to share/expand their knowledge of acquisition, procurement and management techniques. Participants are also encouraged to exchange visionary ideas on ways to continuously improve mission accomplishment.</p>
<b>OBJECTIVE:</b>	<p>Students who successfully complete this course will be able to:</p> <ul style="list-style-type: none"> <li>• Improve understanding of the entire acquisition process from the acquisition planning cycle, through the various steps such as budgeting, lead times, acceptance, payment and close-out. Develop and maintain better communications between all multifunctional team members.</li> <li>• Develop a process for managing external interactions between contracting personnel and their customers. Processes such as empowerment, value-added time management, and Integrated Product Teaming will be discussed and utilized.</li> <li>• Understand the competing interests of the various agencies and principal players such as customer requirements, requiring activities, higher headquarters, oversight activities, the contractor, and the general public. Encourage early interaction without giving an advantage to any particular contractor.</li> </ul> <p>Develop procurement planning skills which will help identify major problems, analyze facts/data, synthesize this information in terms of contracting and management disciplines, develop risk management techniques, create alternate managerial solutions, and justify the appropriate course of action.</p>
<b>AUDIENCE:</b>	First line supervisors or those about to be first line supervisors assigned to acquisition and/or contracting functions.
<b>PREREQUISITES:</b>	One year of contracting experience after Level II certification
<b>NOMINATIONS:</b>	Register – Now Website: <a href="http://www.register-now.cms.navy.mil">http://www.register-now.cms.navy.mil</a>
<b>COST:</b>	None.

<b>COURSE TITLE:</b>	<b>PROVISIONING (LOG 205)</b>
<b>VENDOR:</b>	Air Force Institute of Technology (AFIT)
<b>LOCATION:</b>	Southern Maryland Higher Education Center (SMHEC)
<b>DATE:</b>	05-09 June 2000
<b>DESCRIPTION:</b>	This course reviews current provisioning policies and management procedures, emphasizes the interrelationships and interdependencies of logistics functions, and discusses new concepts and techniques. It focuses on the management aspects of provisioning and its impact on systems support as opposed to a detailed coverage of operating procedures. The course emphasizes the flow of the provisioning process to ensure a sound understanding of the normal sequence of events which occur in the provisioning of a system or end item of equipment. Instructional methods include exercises and case studies as well as lectures and discussions.
<b>OBJECTIVE:</b>	<p>Students who successfully complete this course will be able to:</p> <ul style="list-style-type: none"> <li>• Comprehend the basic concepts and definitions germane to the provisioning process, understand how related terms are used in the discipline, and be able to distinguish between various applications of similar terms and concepts.</li> <li>• Understand the various management considerations which affect the provisioning planning process and apply this understanding to sample situations.</li> <li>• Understand the process by which provisioning data is obtained and identify the range and quantity of data typically required to support the provisioning process.</li> <li>• Understand the advantages and disadvantages of various provisioning methods and techniques and their applicability in sample situations.</li> <li>• Understand various contractor support options available and how they influence the provisioning requirements for a program.</li> <li>• Understand the sequencing and relationships of the events in a typical provisioning process.</li> <li>• Understand the use of various technical codes and factors assigned during provisioning.</li> <li>• Comprehend how requirements are computed for different types of support items.</li> <li>• Comprehend the importance of parts cataloging and standardization and the procedures and policies affecting them.</li> </ul>
<b>AUDIENCE:</b>	This course should be taken by individuals requiring certification in Acquisition Logistics at Level II whose duties involve either the planning for or execution of initial logistics support for new systems or end items. This course is best taken as the final course for Level II certification after all other certification requirements have been satisfied.
<b>PREREQUISITES:</b>	ACQ 201, LOG 201.
<b>NOMINATIONS:</b>	Register – Now Website: <a href="http://www.register-now.cms.navy.mil">http://www.register-now.cms.navy.mil</a>
<b>COST:</b>	None.



