

CON-280-DL

SOURCE SELECTION AND ADMINISTRATION OF SERVICE CONTRACTS

CLASS SCHEDULE

All class sessions run from 9:30 a.m. to 2:00 p.m. Eastern Time.

	Monday	Tuesday	Wednesday	Thursday	Friday
Week 1	Session 01 9:30am–2:00pm	Session 02 9:30am–2:00pm	Session 03 9:30am–2:00pm	Session 04 9:30am–2:00pm	Session 05 9:30am–2:00pm
	<ul style="list-style-type: none"> • Class Administration and Introductions • Introduction to Services Acquisition • Services Acquisition Process Overview • Services Acquisition Policies and Regulations • Introduction to Case Study 	<ul style="list-style-type: none"> • ICTA Presentations • Forming the Acquisition Team and Governance, Leadership, and Communications • Current Strategy Review 	<ul style="list-style-type: none"> • ICTA Presentations • Current Strategy Review (continued) • Market Research 	<ul style="list-style-type: none"> • ICTA Presentations • Requirements Definition Tools and Templates • Facilitator Demo: ARRT • Performance Requirements Review 	<ul style="list-style-type: none"> • ICTA Presentations • Performance Requirements Review (continued) • Acquisition Strategy Development
Week 2	Session 06 9:30am–2:00pm	Session 07 9:30am–2:00pm	Session 08 9:30am–2:00pm	Session 09 9:30am–2:00pm	Session 10 9:30am–9:45am
	<ul style="list-style-type: none"> • ICTA Presentations • Recap to Date – Context and Q&A • Acquisition Strategy Development Exercises: Part 1 	<ul style="list-style-type: none"> • ICTA Presentations • Acquisition Strategy Development Exercises: Part 2 • Engaging Industry 	<ul style="list-style-type: none"> • ICTA Presentations • Acquisition Strategy Development Exercises: Part 3 • Facilitator Feedback on Acquisition Strategy Development Exercises • Quiz 1 Review 	<ul style="list-style-type: none"> • ICTA Presentations • Source Selection Planning • Source Selection Planning Exercises: Part 1 	<ul style="list-style-type: none"> • Quiz 1 – submit by 1:30 p.m. EDT

	Monday	Tuesday	Wednesday	Thursday	Friday
Week 3	Session 11 9:30am–2:00pm	Session 12 9:30am–2:00pm	Session 13 9:30am–2:00pm	Session 14 9:30am–2:00pm	Session 15 9:30am–2:00pm
	<ul style="list-style-type: none"> • ICTA Presentations • Recap to Date (Quiz 1 Results) • Source Selection Planning Exercises: Part 1 (continued) • Source Selection Planning (continued) 	<ul style="list-style-type: none"> • Source Selection Planning Exercises: Part 2 	<ul style="list-style-type: none"> • ICTA Presentations • Source Selection Planning Exercises: Part 2 (continued) • Facilitator Feedback on Source Selection Planning Exercises 	<ul style="list-style-type: none"> • Source Selection Execution • Proposal Evaluation and Source Selection Decision Exercise 	<ul style="list-style-type: none"> • Proposal Evaluation and Source Selection Division Exercise (continued) • Facilitator Feedback on Source Selection Decision Exercise • Offeror Debriefings
Week 4	Session 16 9:30am–2:00pm	Session 17 9:30am–2:00pm	Session 18 9:30am–2:00pm	Session 19 9:30am–9:45am	
	<ul style="list-style-type: none"> • ICTA Presentations • Offeror Debriefings (continued) 	<ul style="list-style-type: none"> • ICTA Presentations • Post Award Implementation • Contract Management Planning and Delegation • Contract Administration and Performance Management 	<ul style="list-style-type: none"> • Contract Administration and Performance Management (continued) • Option Year • Performance Problem Negotiation • Contract Modifications, Terminations, and Contract Close-out • Quiz 2 Review 	<ul style="list-style-type: none"> • Contract Modifications Exercise • Course Summary and Evaluation • Quiz 2 – submit by 2:00 p.m. EDT 	