Welcome to CON 090

Federal Acquisition Regulation (FAR) Fundamentals
The Contracting Education Academy at Georgia Tech

Recognized by the Defense Acquisition University (DAU) as an official equivalency provider.
Welcome

• The Contracting Academy at Georgia Tech is committed to providing world-class training and solutions – in the field of acquisition and public sector contracting – for both the government and business communities.

• Calendar of 2013 courses is now available, including:
  • CON 090: FAR Fundamentals
  • CON 120: Mission-Focused Contracting
  • CON 170: Fundamentals of Price and Analysis
  • CON 260B: The Small Business Programs
  • New courses coming soon
The Contracting Education Academy at Georgia Tech

• Our course content satisfies:
  – Defense Acquisition Workforce Improvement Act (DAWIA) and
  – Federal Acquisition Certification in Contracting Program (FAC-C) standards.

• Continuous Learning Points (CLPs) granted by the Defense Acquisition University (DAU).

• Continuous Education Units (CEUs) issued by the Georgia Institute of Technology.
One Cool Government Contracting Website

ContractingAcademy.gatech.edu
What is the objective of CON 090?

Given a set of contracting facts, students will be able to support a contracting business position developed through research based on the Federal Acquisition Regulation System and applicability to contract planning, formation, management and contract pricing.
Overall Course Goal

To ensure that you become familiar with topics contained within FAR Parts 1 through 53, as supplemented, so that the 21st century acquisition team is prepared to operate successfully in a web-enabled environment.
Vision for the CON 090 Course

Develop a four-week foundational course for new hires or those not DAWIA Level I certified in the contracting career field.

• “Complete immersion” in the FARs and DFARS.
• Provide knowledge of contracting based on 28 technical competencies and 52 sub-elements deemed most important to the contracting community.
CON 090 Course Design

4 Modules of Instruction:

- Module 1
  - **Contracting Overview:** FAR 1-4, 32-39, 41, 52, 53
- Module 2
  - **Contract Planning:** FAR 5-12, 16, 19, 22-26
- Module 3
  - **Contract Formation:** FAR 13-15, 17, 18, 30-31
- Module 4
  - **Contract Management:** FAR 27-29, 32, 33, 42-51
Module 1 – Contracting Overview

Develop the skills necessary to locate, cite, and interpret the policies and procedures in the FAR, DFARS, and PGI that are applicable to DoD and other federal acquisitions.

- Basic background information on the FAR
- Organization and arrangement of the FAR
- Implemenental and supplemental numbering in the DFARS
- Deviations from the FAR and DFARS
- Application of the FAR
- Conventions for interpreting the FAR
Module 2 – Contract Planning

Learn the policies and procedures associated with acquisition planning

- Market research, methods of procurement, contract types, and socio-economic requirements
- Required sources of supply
- Contractor responsibility
- Small Business assistance
- Pricing arrangements (as pertains to contract type)
- Competition in Contracting Act (CICA)
- Synopsis, pre-solicitation requirements
Module 3 – Contract Formation

Learn the policies and procedures for soliciting offers and making awards

- Simplified Acquisition Procedures
- Sealed bidding
- Contracting through negotiation
- Source selection
- Pricing
- Multi-year/Options
- Emergency acquisitions
Module 4 – Contract Administration

Learn the policies and procedures for post-award management of contractual actions

- Contract administration
- Contract modifications
- Pricing of contract modifications
- Protests, disputes and appeals
- Contract financing and payment
- Contractor performance/quality assurance
- Contract property management
- Contract terminations/close-out
Your Responsibilities

• Non-Attribution
  • “What happens in Vegas stays in Vegas.”

• Academic Integrity
  • Your work must be your own.
  • Copying, sharing or exchanging of quiz information before, during or after CON 090 is an integrity issue!

• Dress Code
  • Business casual
Instructional Methodology

• The instructor’s role is to guide you through this course – not to just provide information that you can easily look up on your own.

• Students shouldn’t be offended when their instructor tells them to “look it up” or doesn’t provide the answer that they want.

• Students must also accept that, despite their prior academic achievements, they will often be wrong during this course.

• This is part of the learning process.
Attendance Policies

- Any absence must be coordinated with instructor in advance.
- Excused absences are not to exceed five percent of instructional time.
- Failure to abide by attendance policy may be grounds for disenrollment or failure.

We encourage any student who has an issue or concern with the learning environment to discuss it with any member of the instructional team.
Phones and Texting

• Please be courteous and resist the urge to check your Blackberry, text, surf the Internet or do e-mail during lectures.
• If you need to take care of business – do so during breaks or step out of the classroom.
• Blackberries/cell phones – *set to “stun.”*
Methods of Instruction

- Limited lecture and facilitated discussion
- Research FAR/DFARS/PGI and web sources (e.g., ACC, AKSS, GAO Reports, DPAP policy directives)
- Reading assignments
- Video presentations
- Interactive activities
- Case studies
- Homework assignments
Assessment Methods

• Individual graded end-of-module examinations (1 per week of instruction)
  – Objective-based
  – Modular (Overview, Planning, Formation, Management)
  – Open book, timed exams
  – Questions based on student research of the FAR/DFARS/PGI

• Graded and ungraded quizzes/exercises ~ 2-4 per module
  – All quizzes are closed-book.
Housekeeping

- Class starts at 8:30 am daily, ends by 4:30 pm.
- One hour break for lunch.
- Other breaks as necessary.
Our Philosophy

- You are competent and educated professionals.
- We learn from each other as adults.
- Our expectation is that you value continuous education.
- You understand that acquisition is important.
The Importance of What We Buy
Introductions

• Your name.
• Your affiliation (government, industry).
• What do you do?
• Something interesting about yourself.
• What you expect to learn, how you want to benefit.
On-line Course Resource

www.contractingacademy.gatech.edu/con-090-student-resources

All CON 090 course resources are posted there.

This is on page 2 of your Student Guide.
Welcome to CON 090 -1

Contracting Overview of the FAR
3 Lessons in Overview of the FAR

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<thead>
<tr>
<th>Lesson</th>
<th>Topic</th>
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<tbody>
<tr>
<td>1</td>
<td>Federal Acquisition Environment</td>
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<tr>
<td>2</td>
<td>Contracting Fundamentals</td>
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<tr>
<td>3</td>
<td>Using the FAR and DFARS</td>
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# This Week’s Schedule

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<tbody>
<tr>
<td><strong>Introduction to CON 090</strong></td>
<td><strong>QUIZ #1</strong></td>
<td><strong>QUIZ #2</strong></td>
<td><strong>EXAM #1</strong></td>
<td><strong>Begin Module 2</strong></td>
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<tr>
<td><strong>Begin Module 1 Federal Acquisition Environment</strong></td>
<td><strong>Using the FAR &amp; DFARS</strong></td>
<td><strong>Using the FAR &amp; DFARS</strong></td>
<td><strong>Begin Module 2</strong></td>
<td><strong>Acquisition Planning</strong></td>
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<tr>
<td><strong>Contracting Fundamentals</strong></td>
<td><strong>Deviations</strong></td>
<td><strong>(Study for Exam)</strong></td>
<td><strong>(Study for Exam)</strong></td>
<td><strong>(Study for Exam)</strong></td>
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<td><strong>(Homework)</strong></td>
<td><strong>Applicability</strong></td>
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<td><strong>Interpretation</strong></td>
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Assignments, Homework, and Quiz Planning

<table>
<thead>
<tr>
<th>Lesson</th>
<th>FAR Parts</th>
<th>Topic</th>
<th>Activities / Estimated Time</th>
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</thead>
</table>
| 1      | 1-4       | Federal Acquisition Environment | In-class Exercises and Review – 2 ½ hours  
Homework: Reading – 1 hour  
CON 090 Quiz #1 |
| 2      | 32-39     | Contracting Fundamentals | In-class Exercises and Review – 2 ½ hours  
Homework: Reading -1 hour  
CON 090 Quiz #2 |
| 3      | 41 52 53  | Using the FAR and DFARS | Reviews – 2 ½ hours  
In-class Exercises - 2 hours  
Homework: Study for Exam #1 |

See homework details on page 13 of your Student Guide.