

SEGMENT DESCRIPTIONS



PROGRAM OVERVIEW

Would you like to secure a contract with the world's largest consumer? Federal Acquisition Management (FAM) is your ticket to drastically increasing your bottom line. Federal contracting is a complex, highly collaborative process that requires a very detailed understanding of the numerous federal business rules that determine the path a single acquisition may take.

To be successful in this environment, you must master a host of governmental methods, rules, and requirements that will enable you to boost your cost efficiency and reduce the time consumed by the acquisition cycle. If you want to excel at every phase of this process, you will need to be aware of and eliminate the common pitfalls in federal contracting. These potential stumbling blocks include poor planning, incorrect or incomplete documentation as well as poor communication between federal contracting officials and your organization.

Businesses large and small have experienced successful growth through participating in this results-oriented program offered exclusively through Continuing Education at Pierpont Community & Technical College.

Segment 1 – Federal Acquisition Overview

July 19-20

The Federal Acquisition Regulations [FAR] provide the foundation for contract and subcontract arrangements in the federal arena. This first segment will overview the entire system and will include federal contracting terms, contractor qualifications and acquisition of commercial items. In addition, simplified acquisition (which includes all federal purchases of \$150,000 or less), sealed bidding (the government process for competitive fixed price contracts), and Federal Supply Schedule contracts will be covered. Types of contracts will be covered in depth, with an emphasis on the risks associated with each type.

Segment 2 – Planning for Strategic Growth

August 16-17

There is truth in the adage, "If you aren't growing, you are backing up." Building a business requires focus and tools designed to help you take strategic steps to go to the next level. This segment will not only provide those tools but will also blend in critically important sections of the FAR, including improper business practices, small business programs and special contracting methods; i.e. leader company, management and operations, multi-year contracting, and more.

Segment 3 – Marketing and Winning

Federal Contracts

September 13-14

Developing the framework for how your company goes about new business development is so important to long-term success. This is true for both federal and commercial markets. This segment is built around the development plan and includes the resources that are available to provide business development support. This segment weaves in the regulations that govern acquisition agencies' needs and planning processes, publication and competition requirements and required sources of supplies and services. A portion of this class will also be devoted to the development of proposals for federal contracts.

Segment 4 – Financial Requirements

October 18-19

Pricing under federal contracts requires an understanding those sections of the FAR that address contract cost principles and procedures, financing of contracts and the Cost Accounting Standards. Participants will gain an in-depth and practical understanding of all cost and pricing matters through study and application of financial regulations.

Segment 5 – Negotiated Procurement and Negotiating

November 15-16

The government uses the Negotiated Procurement process to enter into contracts when the requirement cannot be exactly specified. These actions may be competitively negotiated or entered into on a sole source basis. It's important for federal contractors to understand the differences between the two and all the steps that are involved. It is equally important that they understand the art and science of actual negotiation. This segment will cover both topic areas, along with oral presentations which are often necessary during Negotiated Procurements.

Segment 6 – Contract Management

December 6-7

There are numerous requirements that contractors must manage after award and before final close-out. Contract management requires not only an understanding of the contractual instrument but also many of the regulations that comprise the document. This segment will address all of those requirements including applicable labor law; patents, data and copyrights; bonds and insurance; auditing, modifications, subcontracting; management of government property, quality requirements, transportation, and many, many more.