

# Training And Consulting Services for SPAWARSYSCEN Atlantic's Acquisition Workforce Contract

## Quick Reference Guide

### **CONTRACT OVERVIEW**

In 2015, Reed Integration Inc. (Reed) was awarded Indefinite-Delivery, Indefinite-Quantity (IDIQ) contract **N65236-15-D-1010** to provide Training and Consulting services for SPAWARSYSCEN Atlantic's acquisition workforce.

The purpose of this contract is to acquire training and consulting services for SPAWARSYSCEN Atlantic's acquisition workforce; primarily focused on specific acquisition policies, procedures, and regulations, as well as agency specific strategic planning efforts. The target audience includes all employees involved in an acquisition role; specifically the Integrated Product Team (IPT) members responsible for acquisition functions (Systems Engineering, Logistics, Finance, Contracting, etc).

Support Services consist of a wide range of acquisition and program management support as well as system engineering initiatives as further described below.

For support to your program or project, contact the SPAWAR Atlantic Contract Administrator Adam Solivan (contact details on page 2).

### **PROGRAM/PROJECT MANAGEMENT SUPPORT**

- Training Logistics Support
- Database Development and Management Support
- Statement of Work or Performance Work Statement
- Cost Estimation
- Meeting Agenda and Minutes
- Plans of Action and Milestone
- Work Breakdown Structure (WBS)
- Various Program Acquisition related documents: Mission Needs Statement (MNS), Capability
- Production Documentation (CPD) and Operational Requirements Document (ORD)

### **RISK MANAGEMENT / ADVANCED ANALYTICS**

- Cost & Schedule Estimating and Analysis
- Cost & Schedule Risk Assessment and Management
- Cost Research & Modeling
- Lifecycle Cost and Schedule Assessments

### **TRAINING SERVICES**

- Training Needs Assessment / Gap Analysis
- Course Development and Delivery
- Periodic Workforce Training Assessments



## ACQUISITION AND CONTRACT MANAGEMENT

- Acquisition Policy
- Acquisition Strategy
- Market Research
- Cost/Price Analysis
- Contract Formation, Execution, and Management
- Performance Based Services Acquisition
- Risk assessments
- Independent estimates
- Best value source selection tradeoffs
- Contract Closeout

## ACQUISITION PROCESS AND PRODUCTIVITY IMPROVEMENT

- Performance measurement and tracking
- Process and organizational assessment
- Quality evaluation, measurement and management
- Current condition and future state mapping
- Root cause analysis
- Lean, Six-Sigma and Theory of Constraints methods for performance improvement
- Critical Thinking for Strategic, Operational and Improvement Planning
- Staff skills development and engagement
- Knowledge Management and Organizational Learning

## SPAWAR Atlantic

**Contract:** N65236-15-D-1010

**TOs:** Firm Fixed Price (FFP)

**POP:** 09/08/2014 to 09/07/2019

**Contract Administrator:** Adam Solivan,  
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## PROCESS ASSESSMENT AND IMPROVEMENT

- Acquisition Process and Productivity Improvement
- Business and Systems Engineering Process Efficiency/Effectiveness
- Organizational Assessments

## BUSINESS AND SYSTEMS ENGINEERING PROCESS EFFICIENCY/EFFECTIVENESS

- Business and System Engineering Process Efficiency / Effectiveness Assistance
- Change Management Support
- Decision Support Assistance
- Earned Value Management Support
- Operational Accounting for Decision Support
- Enterprise Risk and Value Management Assistance
- Process and Productivity Improvements Support
- Project Management Reviews Assistance
- Portfolio Assistance
- Program Management Assistance
- Staff skills development and engagement

## ORGANIZATIONAL ASSESSMENTS

- Coordinate and perform organizational Maturity Assessment events
- Consolidate and provide results of the Maturity Assessment
- Perform and document a Gap Analysis of the Maturity Assessment findings
- Facilitate application of Critical Thinking for Strategic, Operational and Improvement Planning
- Consolidate and provide documented results of the Improvement Plan and Recommendations

## Reed POC

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