



## DEFENSE ACQUISITION UNIVERSITY EMPLOYEE SELF-ASSESSMENT

### CON 127 - Contract Management

Note:

- Provide a justification(s) package referencing the numbered outcomes as appropriate on separate paper.
- Only the numbered outcomes (bold font) need to be addressed.
- The enablers (indented if specified) are provided to ensure the outcome is sufficiently addressed.
- The **Achieved** column is for use by the initial (functional) evaluator.
- Attach this guide with the justification to the DD form 2518 for a complete package.

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<b>Outcomes and Enablers</b>		<b>Achieved?</b>	
		<b>Yes</b>	<b>No</b>
<b>1</b>	<b>Given FAR, DFARS, and a case scenario, apply the major elements of contract administration planning.</b>		
	Identify the policies and procedures for delegating contract administration functions.		
	Describe the policies and procedures for designating, training, and managing contracting officer's representatives.		
<b>2</b>	<b>Given FAR, DFARS, and a case scenario, categorize the policies and procedures for the post-award orientation of contractors.</b>		
	Identify the purpose of a post-award orientation.		
	Describe the factors to be considered in determining the need for a post-award orientation.		
	Describe the different methods of post-award orientation and when they are used.		
<b>3</b>	<b>Given a case scenario, the FAR, and DFARS, explain the policies and procedures for managing contract performance.</b>		
	Describe the methods of monitoring contractor performance.		
	Determine the policies and procedures for documenting contractor performance information.		
	Determine the remedies for managing contract performance.		
<b>4</b>	<b>Given a case scenario, the FAR, and DFARS, determine the policies and procedures for payment.</b>		
	Describe the different types of payment used in government contracts.		
	Choose the appropriate payment procedures.		
	Explain the policies and procedures for setoff.		
	Determine contract remedies for late payment and government remedies for overpayment.		
	Describe the contractual obligations that are discharged through final payment, release, or accord and satisfaction.		
<b>5</b>	<b>Given a case scenario, the FAR, and DFARS, describe the policies and procedures for preparing and processing contract modifications.</b>		
	Explain the general policies for contract modifications.		
	Recognize the different types of contract modifications.		
	Explain the policies and procedures for change orders.		
	Outline the procedures for responding to contractor assertions of constructive changes.		
	Apply the guidelines for determining whether a contract modification is within the general scope of the contract.		
	Interpret the requirement for consideration in contract modifications.		
	Identify processes and procedures for exercising options.		
<b>6</b>	<b>Given a case scenario, the FAR, and DFARS, describe the policies and procedures for resolving contract disputes.</b>		
	Differentiate the steps in the disputes process.		
	Explain the policies and procedures for the assertion of claims.		
	Determine the contracting officer's role in resolving disputes.		
	Describe the procedures for litigating contract disputes.		
<b>7</b>	<b>Given a case scenario, the FAR, and DFARS, define the policies and procedures for the termination of contracts.</b>		
	Describe the different types of contract terminations.		
	Explain the general principles for contract termination.		
<b>8</b>	<b>Given a case scenario, the FAR, and DFARS, determine the policies and procedures used for closing out contract files.</b>		
	Identify the responsibilities of the contract administration office for closing out contract files.		
	Determine the required actions for closing out contract files.		