



# DEFENSE ACQUISITION UNIVERSITY

## CON 243 – Architect-Engineer Contracting

160108

*Course Learning/Performance Objectives followed by its enabling learning objectives on separate lines if specified.*

1	Given a requirement for A-E services, determine if the services require Brooks Act procedures and identify basic steps necessary for the requirement.
	Identify three methods of satisfying design requirements
	Identify laws, legislative history and regulations, which apply to architect-engineer contracting in the Department of Defense
	Identify the members of the team and their roles involved in the architect-engineer contracting process
	Define "professional architect-engineer firm"
	Distinguish between "architect-engineer" services and other professional services
	List the steps necessary to award an architect-engineer contract
	Explain why contracting using the <b>Selection of Architects and Engineers</b> procedures is considered a competitive procurement in accordance with the Competition in Contracting Act
2	Given a requirement for A-E services, distinguish how the project is to be advertised and determine what is to be contained in the advertisement.
	Recall when Congress must be given notification of an impending architect-engineer contract award
	Define the purposes of advertising A-E requirements
	Determine the different methods and forums available for advertising A-E requirements
	Determine response times associated with the different methods for advertising
	List the different types of set-asides that may be made in architect-engineer contracting
	Distinguish which elements make up a complete advertisement
	Distinguish between the required FAR evaluation criteria and DFARS considerations
Compose evaluation criteria and considerations for a specific project	
3	Given a requirement for architect-engineer services, determine the elements necessary for performance work statements.
	Differentiate between the work scope and the performance work statement
	Determine when the performance work statement for the project should be written
	Identify information sources used to develop performance work statements
	Explain the effect of environmental law and Executive Order on requirements for A-E contracts
	Identify the essential elements which should be contained in an A-E performance work statement
	Identify the additional requirements necessary when the contract will be an indefinite delivery contract
	Distinguish between the different types of options which may be written into the contract
Identify the additional requirements necessary when the contract will contain an option	
4	Given an architect-engineer requirement which has been advertised and qualifications statements received, evaluate the firms and determine the order in which they will be ranked.
	Explain the information that is contained in the qualifications statements (Standard Form 330)
	Identify other information which needs to be reviewed in the evaluation process
	Name the types of boards which may review the qualifications statements in the selection process
	Classify personnel who may serve as evaluation board members
	Identify the functions of the evaluation board(s)
	Explain the responsibilities of the selection authority
	Distinguish the differences between the normal selection process and the short selection process
	Identify information which should be included in the Request for Proposal for the firm selected as the most highly qualified
	Identify information which may be released pertaining to the selection process
	List the Government's responsibilities for debriefing of successful and unsuccessful offerors after final selection
5	Given the circumstance to prepare a Government estimate for A-E work or review an A-E proposal, determine applicable cost principles specific to A-E contracting.
	Determine when a Defense Contract Audit Agency audit is required on an architect-engineer proposal
	Differentiate between costs that are allowable, unallowable and reasonable
	Explain when a cost is considered direct and indirect in A-E contracting and identify examples of each
	Define general and administrative expenses and overhead on direct labor
	Determine how an indirect cost expense is derived for architect-engineer services and how it is correctly applied to a proposal
	Apply an indirect cost rate, given a sample architect-engineer proposal
6	Given the requirement to contract for A-E services, recognize when and how a Government cost estimate for the project is developed.
	State the dollar threshold requirement for the development of a Government estimate for architect-engineer projects



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	Determine the time frame requirement for preparation of the Government estimate
	List sources of information which may help in the preparation of the Government estimate
	Determine (Calculate) the different elements of the Government estimate
	Differentiate between those services which are subject to the 6% statutory fee limitation and those that are not
	Determine how to calculate a profit factor using an alternate structured approach
	Identify the confidentiality of the Government estimate
	Differentiate methods for estimating when indefinite quantity contracts or options will be part of the project
<b>7</b>	<b>Given an A-E firm's proposal and the Government estimate, develop a strategy and negotiate the project.</b>
	Explain the purpose of the negotiation in accordance with FAR 15.405 and 15.406
	Identify the various specialists that will be needed to develop the Government's position for the negotiation
	Differentiate the roles of the various specialists
	Identify differences proposed by the architect-engineer firm and estimated by the Government
	Explain how the differences could be resolved in the negotiation
	Develop an agenda for the negotiation of the project
	List the various steps in the negotiation process
	Identify the essential elements of a A-E price negotiation memorandum
<b>8</b>	<b>Given a contract which has been awarded for A-E services, distinguish how the Government maintains quality assurance on the contract.</b>
	Define quality assurance and explain its applicability to architect-engineer contracts
	Identify the Government personnel responsible for quality assurance for architect-engineer contracts
	Identify the responsibilities of Government personnel who monitor the contract for quality assurance
	Identify quality assurance methods which could be used for A-E contracts
<b>9</b>	<b>Given a contract awarded for A-E services, analyze the roles and responsibilities of those charged with the management and administration of the contract.</b>
	Identify clauses specific to A-E contracts and explain their purpose and use
	Distinguish between contract management and administration and identify who has responsibility for each of these functions
	List the responsibilities that can be delegated to the Contracting Officer's Representative or Contracting Officer's Technical Representative
	Determine when and how architect-engineer firms are evaluated on their performance
	Describe the Architect-Engineer Contract Administration Support System (ACASS), its function, and other performance reporting requirements Federal System
	Identify reasons why an architect-engineer contract may need to be modified
	Determine the effect, if any, of the modification upon the design fee calculation
	Identify the steps necessary for contract close-out