

Performance-based Work Statements (1 day)

COURSE PERSPECTIVE

This course focuses on the cornerstone of performance-based acquisition – the performance-based work statement (PWS). It summarizes the steps to developing a statement of work (SOW) and then focuses on the key difference introduced by a PWS – that is, performance specifications for deliverables based on realistic metrics. This course also covers an alternative approach to a PWS: developing a statement of objectives (SOO). Finally, it addresses the other two components of performance-based acquisition: performance incentives and a quality assurance surveillance plan (QASP).

FAC-COR COMPETENCIES

This course addresses FAC-COR technical competencies listed in the FAI Competency Model dated October 1, 2022 for *General Acquisition Concepts* [Indicators 1.1, 1.4], *Acquisition Planning* [Indicator 2.2], *Market Research* [Indicator 3.1], and *Performance Evaluation/Quality Assurance* [Indicators 7.1, 7.2, 7.3].

COURSE CONTENT

- Overview of a statement of work (SOW): development approach and key components.
- Performance-based work statement (PWS): statutory preference and exceptions to use.
- Types of deliverables and how they impact selection of performance metrics.
- Quantitative versus qualitative metrics: preference and when to use.
- Anatomy of a performance specification: indicators and standards.
- Performance specifications for products, documents, and services.
- Performance requirements summary: the cornerstone of the PWS and QASP.
- Statement of objectives: what is it and when to use.
- Performance incentives: monetary and non-monetary.
- How to select and apply incentives.
- Quality assurance surveillance plan (QASP): requirement for a QASP and components.
- Relationship of CPARS to the PWS and QASP.

COURSE MATERIALS

Attendees receive a student guide comprised of 4 chapters including easy-to-understand examples, application exercises, and case studies. This guide serves as an excellent desktop reference for later use.

There are two handouts: a Model PWS and a Model QASP.

COURSE COMPLETION REQUIREMENTS/CLPs

Eight (8) continuous learning points (CLPs) are issued for successful course completion based on 100% attendance. The instructor may grant up to 30 minutes of excused absence.