Contract Has Been Awarded... First Things First!
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• We have adopted the DD Form 1484 for Post-Award Conferences as our roadmap where we will address all elements to varying levels of specificity given their complexity the topics to be addressed include:
  • Function & Authority of Government Personnel (e.g. PCO, ACO, COR)
  • Communications
  • Conflicting Provisions & Order of Precedence
  • Reporting (e.g. Financial, royalty & patents)
  • Contract Modifications including:
    • Administrative,
    • Supplemental agreement,
    • Change Orders, and
    • Options
  • Government Furnished Property, Equipment, and Information
  • Deliverables and Delivery Schedules
  • Any post-award associated cost and price proposals
Reverse Industry Day Purpose

• Provide value to both Government and Industry
• Improve communications, cooperation and consultation
• Industry presents its perspectives to the government workforce
• Government better understands what Industry is doing through the course of the Acquisition Timeline
  • Post-Award: The critical initial phase of a Contract Performance (CMBOK 6.0)
    • 6.1 Administer Contract
    • 6.2 Ensure Quality
• Thanks to NCMA for 2.5 Hours Credit
Contract Has Been Awarded... First Things First!
The Tidewater Association of Service Contractors (TASC)

- Focal point for industry collaboration toward greater awareness of Government business opportunities while sharing industry's experience and perspective with Government partners to more clearly define, understand, and improve the acquisition process to optimize support to the warfighter and Federal agencies, as well as stewardship to the taxpayer. TASC is focused on providing value to both membership bases: Industry and Government -

- Industry Member: Value through access to government decision makers and forecasted opportunities by facilitating various industry day, education and networking events.

- Government Member: Value through access to industry feedback, a conduit for market research participation, education, and networking events.
The Tidewater Government/Industry Council (TGIC)

• Provide for effective avenues of communications, cooperation and consultation between Government Contracting Activities, their Customer Activities and to private industry in the Hampton Roads, Virginia area in order to improve the productivity of contracting and the quality of the end product for the mutual benefit of the Government and industry.

• Explore and develop methods of quality/productivity improvement; foster a spirit of cooperation; provide a forum to share new ideas and initiatives; and suggest changes to applicable policies, regulations and/or statutes through the appropriate channels.

• It is not the purpose of the Council to discuss specific contractual actions or discuss particular future procurements.
Old Dominion University Procurement Technical Assistance Center (ODU PTAC) exists to help area businesses in establishing themselves to bid competitively on federal, state, and local government contracts.

This office is a Procurement Technical Assistance Center (PTAC), as part of the Procurement Technical Assistance Program (PTAP) - a Federal program that exists to help expand the number of businesses capable of participating in the government marketplace.

As part the ODU Institute for Innovation & Entrepreneurship's (IIE), ODU PTAC’s goal is to expand business-government partnership in Hampton Roads, thereby increasing the vitality of the local economy.

SERVICES WE PROVIDE AT NO CHARGE:
One-on-One Counseling
Registrations and Certifications Assistance
Marketing Strategies
Identifying Subcontracting Opportunities
Solicitation and Proposal Review
Post Award Issues
Training
Small Business Outreach
The first on-line teammate discovery platform for the federal contracting industry

Federal contracting runs on relationships and having the right connections is the difference between winning and losing.

Now you can connect with strong, strategic teaming partners in minutes vs months.

We work accelerated business development so you can get on current contracts, strategic teams & win federal contracts faster.
Conceptual Contracting is a Woman Owned Small Business founded by Christa Halda to fill the need for comprehensive and affordable GSA solutions. While there are a number of government acquisition consulting firms offering GSA Services, there are few that solely concentrate on GSA schedules and even fewer that offer a fair and cost effective fee structure that is based on performance. Conceptual Contracting specializes exclusively on new Offers, Contract Modifications and Contract Maintenance for both product and service schedules. This has allowed us to perfect our craft in providing excellent service, establishing credibility in the GSA community, and building long-term relationships with clients and contracting officers. We are successful in securing new GSA Schedules for our clients and providing professional services to ensure contracts are accurate, compliant and successful. Let us win one for you!
Agenda

• Panelist Presentations
  • Jon Tobias
  • Chess Harris
  • Greg Kern
  • Kathryn Ravelo
  • Bob Brooks

• Break

• Audience Engagement with Questions and Answers
Rules of Engagement

• Non-attributional
• Contract, office, customer and contractor agnostic
• Submit questions at break
  • White Cards = Government
  • Colored Cards = Industry/Education
• Questions welcomed
  • As topics evolve
  • As time permits
• Please complete survey- your feedback is critical
Jon Tobias

• Corporate Background
  • Emerging Small Business (SDVO, 8(a))
  • Government Professional and non-Professional Services for Analysis, Planning, Training, Acquisition Management, Cyber/Intel, Engineering, Logistics and Maritime Support Services Worldwide
  • ISO 9001:2015, ISO 14001:2015, and ISO 45001:2018

• Personal Background
  • Career Navy Explosive Ordnance Disposal officer with fleet operational and staff background
  • Industry Experience
    • Military Requirements and Concept Development Consultant for small DC Metro-based company
    • Business Director for an industry leading manufacturer of Unmanned and Autonomous Underwater Vehicles (UUV/AUVs)
    • Senior Vice President for Operations at ITA responsible for successful project transition strategy, proposal, planning, and execution across a diverse portfolio of programs

• Points
  • Developing a proposal transition plan
  • Following ISO processes
  • Executing the plan
## Execution Transition Plan

<table>
<thead>
<tr>
<th>Task Name</th>
<th>Resource Name</th>
<th>Duration</th>
<th>Start</th>
<th>Finish</th>
<th>% Complete</th>
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<tbody>
<tr>
<td>Engage Transition Team</td>
<td>Division Director (Transition Manager)</td>
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<td>Review Contract and Develop Contract</td>
<td>Contract Operations, FSO, HR, IT, PM</td>
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<td>Compliance Matrix</td>
<td>CHSEMS, Subcontracts</td>
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<td>Develop Execution Transition Plan</td>
<td>PM</td>
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<td>Schedule Internal Kickoff Meeting</td>
<td>Div Dir, PM</td>
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<tr>
<td>Schedule Government Kickoff Meeting</td>
<td>Contracts, PM</td>
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<td>Schedule Subcontractor Briefing</td>
<td>Subcontracts, PM</td>
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<tr>
<td>Obtain List of Incumbent Personnel - 1st Right of Refusal</td>
<td>PM</td>
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<td>Issue Subcontracts</td>
<td>Subcontracts</td>
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<tr>
<td>Review DD 254 (When Received)</td>
<td>FSO, PM</td>
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<tr>
<td>Send ITA DD 254 to Subcontractors (After DD 254 Received)</td>
<td>FSO, Subcontracts</td>
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<td>Finalize and Secure Onboarding Location(s)</td>
<td>HR</td>
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<td>Conduct Internal Kickoff Meeting</td>
<td>PM</td>
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<tr>
<td>Determine QASP vs QCP requirements and Final Execution Transition Plan</td>
<td>PM, CEO, Contracts, Div Dir, Quality, Transition Manager, Subcontracts</td>
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<td>Provide Govt with Kickoff Meeting Presentation Materials</td>
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<td>Kickoff Meeting w/Govt (Based on Govt availability)</td>
<td>Transition Mgr, Contracts, PM</td>
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<td>Coordinate Inprocessing</td>
<td>PM, HR</td>
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<td>Coordinate CAC requirements</td>
<td>PA, FSO</td>
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<td>Post Kickoff Meeting</td>
<td>Contracts, Div Dir, FSO, HR, IT, PM, CHSEMS, Subcontracts</td>
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<tr>
<td>Conduct Subcontractor Briefing</td>
<td>Contracts, HR, PM, Transition Mgr, Subcontracts</td>
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<td>Meet w/Incumbent Employees</td>
<td>HR, PM, Transition Mgr, Contracts</td>
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<td>Prepare Employee List</td>
<td>PM</td>
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<td>Offer Letters Issued</td>
<td>HR</td>
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<td>Submit Employee List to Sponsoring Agencies as needed</td>
<td>FSO</td>
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<td>Submit report of Kickoff Meeting minutes to KO</td>
<td>PM</td>
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<td>Conduct Group Onboarding</td>
<td>HR, FSO, CHSEMS</td>
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<td>ITA CEO Welcome &amp; Overview Brief</td>
<td>CEO</td>
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<td>Contract Summary Brief</td>
<td>PM</td>
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<td>Host Location Requirements and Restrictions Brief</td>
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<td>Contractors in the Workplace Brief</td>
<td>Contracts</td>
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<td>GSO Training &amp; Code of Safe Conduct Brief</td>
<td>CHSEMS</td>
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<td>Security Requirements and Training</td>
<td>FSO, CHSEMS</td>
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<td>Information Assurance/Cyber Training</td>
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<td>ITAR Training</td>
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<td>Ethics Training</td>
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<td>OIR/ES Training</td>
<td>PA</td>
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<td>Contributing Cause Training in Persons Training</td>
<td>PM, CHSEMS</td>
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<td>Coordinate Employee CAC Cards</td>
<td>FSO, PM</td>
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<td>Project Labor Safety Required Form</td>
<td>PM, Contracts</td>
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<td>JSA</td>
<td>PM, CHSEMS</td>
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<td>Safety Walkthrough</td>
<td>PM, CHSEMS</td>
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<td>Environmental Impact Assessment</td>
<td>PM, CHSEMS</td>
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<td>Notify CDR or Govt PM Bureaucratic Performance of the Contract</td>
<td>PM, CHSEMS</td>
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<td>Brief Executive Management weekly until Transition Complete</td>
<td>Division Director (Transition Manager)</td>
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Chess Harris

• Corporate Background
  • VO/MO SB; 2018 Tidewater SB of the Year; CMMI-3
  • SimIS: Information Technology (IT) services company that models future environments and secures the enterprise – core competencies: Test % Evaluation, eLearning, Cyber, Enterprise Architecture (DODAF compliance and outyear resourcing strategies)

• Personal Background
  • Current Position: Director, Business Development
  • 26 yr veteran; 19 yrs corporate business development, operations, and management

• Points
  • Meeting before the Kick-off– setting conditions for contract success
  • Recruiting – ensuring the best qualified staffing solution and compliance
  • Transition – knowledge transfer: staff (SOPs, best practices), applications, and archives (digital and hardcopy)
Greg Kern

• Corporate Background
  • President, Echelon Services: Native Hawaiian Organization (NHO)-owned 8(a) providing professional IT, Intel and Systems Engineering services and is a certified IT Reseller for Cloud Services (AWS and Azure), Office365, etc

• Personal Background
  • Retired Air Force B-1 WSO, B-52G Electronic Warfare Officer, and Information Operations/STO operations and requirements officer

• Points
  • tbd
Kathryn Ravelo

• Corporate Background
  • Goldbelt C6, LLC is a 8(a) subsidiary of Goldbelt Inc., an Alaska Native Corporation (ANC)
  • We lead the Research and Development efforts for Goldbelt, Inc.
  • Prime contracts include work for the U.S. Food and Drug Administration, Center for Disease Control, U.S. Air Force Research Laboratory (AFRL), U.S. Coast Guard, and U.S. Army Corp of Engineers (USACE)

• Personal Background
  • Experienced FSO and Contract Manager for over 15 years
  • Current Vice-President of NCMA Norfolk Chapter

• Points
  • DD254 execution
  • Will the company be reimbursed if we have to wait for a DD254?
  • Badging and computer access
  • Can EE’s work offsite while waiting for access?
  • Difference between bringing on incumbent EE’s and new hires
Robert G Brooks

• Corporate Background
  • 40 years as a small, medium professional services provider on a national basis for Federal, State, Higher Ed, local governments
  • Presented over 70 educational sessions (850 personnel) for a major technical engineering industry publisher

• Personal Background
  • BS in Industrial and Systems Engineering
  • Licensed Professional Engineer
  • Former Securities Analyst with major brokerage firm

• Points
  • Got the contract; Great! How are you going to pay for it? (What?.... I want it to pay me!)
  • Relationship between Project Schedule, Deliverables, and Invoicing
  • Cash-on-hand versus Cash Flow; which matters most?
Break

• Return in 15 Minutes
• Please provide question cards on your way out

• DD Form 1484 Link:
Sponsors

TEAMINGPRO

conceptual contracting
Audience Questions and Wrap Up

• Audience engagement is appreciated to improve engagement on questions.
• Don’t forget to return surveys!
• Take a Tri-fold to learn more about TASC, TGIC and ODU opportunities
• Closing Comments from NCMA, TASC and ODU HRPAC
• Next TGIC Phase is Subcontracts (CMBOK 6.3): Contract Has Been Awarded... Mobilizing & Managing Teaming Dynamics!
  • Training:
    • Mar 24 at TCC-ATC: 1800 College Crescent, Virginia Beach
    • Apr 14 at Reed Integration: 7007 Harbour View Blvd, Ste 117, Suffolk
  • Reverse Industry Day: Contract Has Been Awarded... Mobilizing & Managing Teaming Dynamics!
    • May 6 at ODU Darden College of Education: 4310 Hampton Blvd, Rm 1106, Norfolk