

Introduction

Approximate Length: 30 minutes

Welcome to the **Services Acquisition Process Overview** lesson.

Upon completion of the lesson you will be able to answer these questions:

- Why Is Effective Competition Important?
- What Is the Services Acquisition Process?

[Review the lesson learning objectives.](#)



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- Recognize the importance of competition
- Identify the steps of the Services acquisition process.



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Why Is Effective Competition Important?

[Animated Vignette Alternative](#) **Note:** The animated vignette does not employ the use of audio. Please select the Next button when the animated vignette is complete.

Competition

Federal law defines the acquisition methods available to the [Contracting Officer \(KO\)](#).

Although these methods differ substantially, they have in common the goal of enhancing competition in contracting and using commercial sources to the maximum extent practicable.

Full and open competition in Federal contracting is the norm. Deviations from the norm are possible but require careful justification and high-level approval.

In short, competition will usually provide the Government with the best deal.



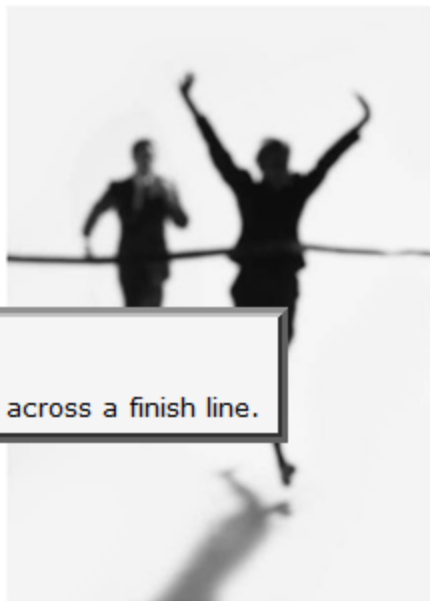
Competition

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Full and open competition in Federal contracting is the norm. Deviations from the norm are possible but require careful justification.

In short, competition is the norm for the Government with the exception of certain circumstances.



Long Description

Two people dressed in business suits running across a finish line.

Competition

Federal law defines the acquisition methods available to the [Contracting Officer \(KO\)](#).

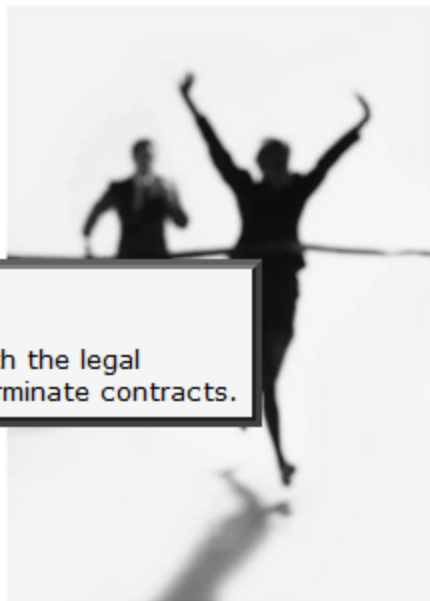
Although these methods differ substantially, they have in common the goal of enhancing competition in contracting and using commercial sources to the maximum extent practicable.

Full and open competition is the norm. Other methods require careful justification.

In short, competition is the best deal for the Government with the best deal.

Contracting Officer (KO)

Service member or Department of Defense civilian with the legal authority to enter into, administer, modify, and/or terminate contracts.



Competition in Contracting Act



Understanding competition rules is important. Let's learn more about this topic...

It is vitally important that the Government describes its needs by communicating in a way by which the requirement can be effectively obtained.

Federal statutes and the FAR establish the policy for describing agency needs, and stipulate that requirements be written in a way that promotes full and open competition as required by the objectives of the [Competition in Contracting Act](#) (CICA).

Competition - FAR Subpart 6.3



First, I want to emphasize that there will be full and open competition for this contract. I know some of you have discussed contractors that you're familiar with or retired coworkers that you know who could do the job. Not only is it unethical to steer business toward a particular contractor, it would be detrimental to our goal of securing the Best Value solution.

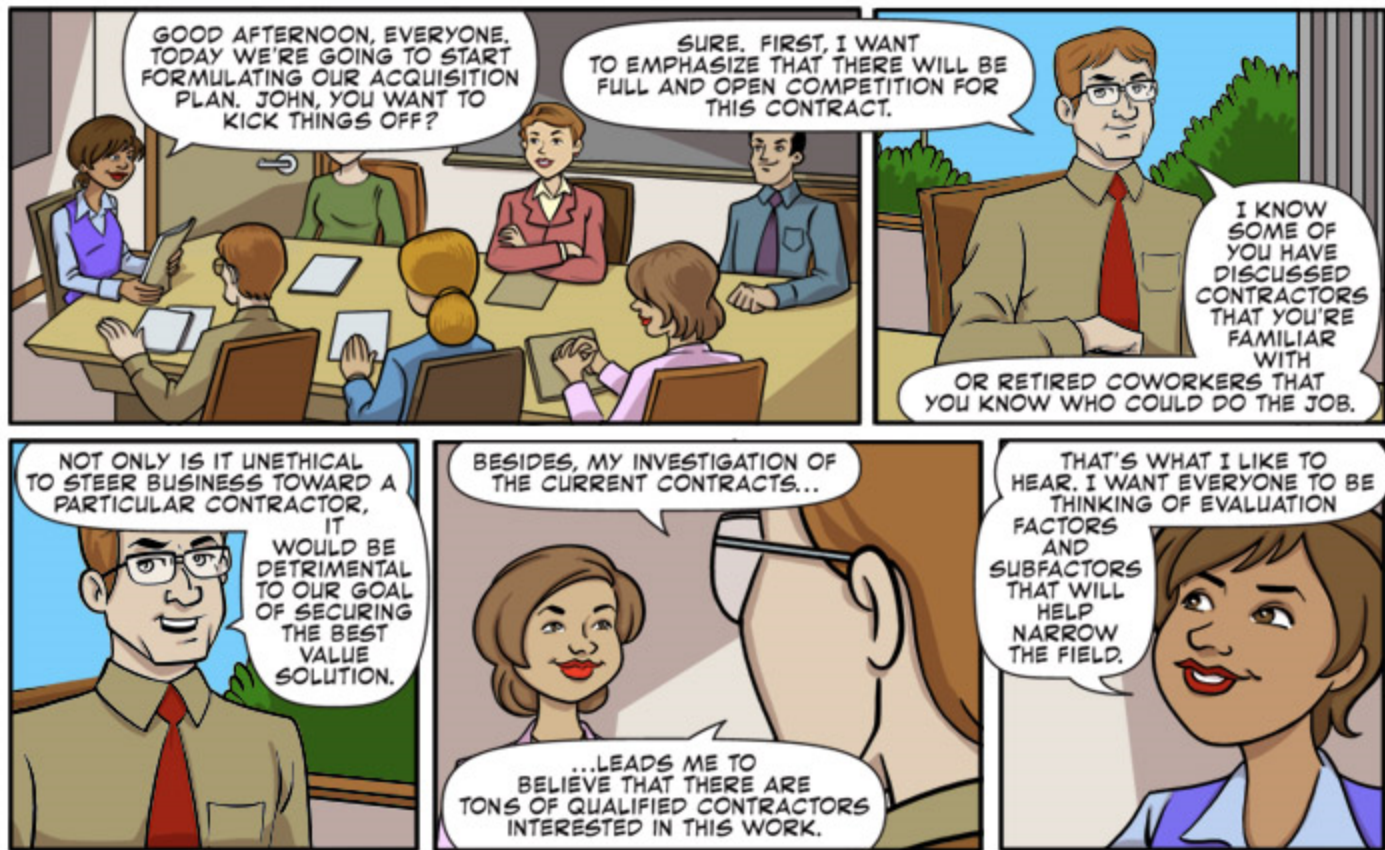
[FAR Subpart 6.3](#) explains when it is appropriate to contract without providing for full and open competition. Contracting without providing for it cannot be based on lack of advance planning or concerns related to the amount of funds available for the acquisition. Statutory authorities permit contracting without providing for full and open competition when one of the criteria listed in FAR 6.302 can be justified:

- FAR 6.302-1 Only one responsible source and no other supplies or services will satisfy agency requirements
- FAR 6.302-2 Unusual and compelling urgency
- FAR 6.302-3 Industrial mobilization; engineering, or research capability; expert services
- FAR 6.302-4 International agreement
- FAR 6.302-5 Authorized or required by statute
- FAR 6.302-6 National security
- FAR 6.302-7 Public interest



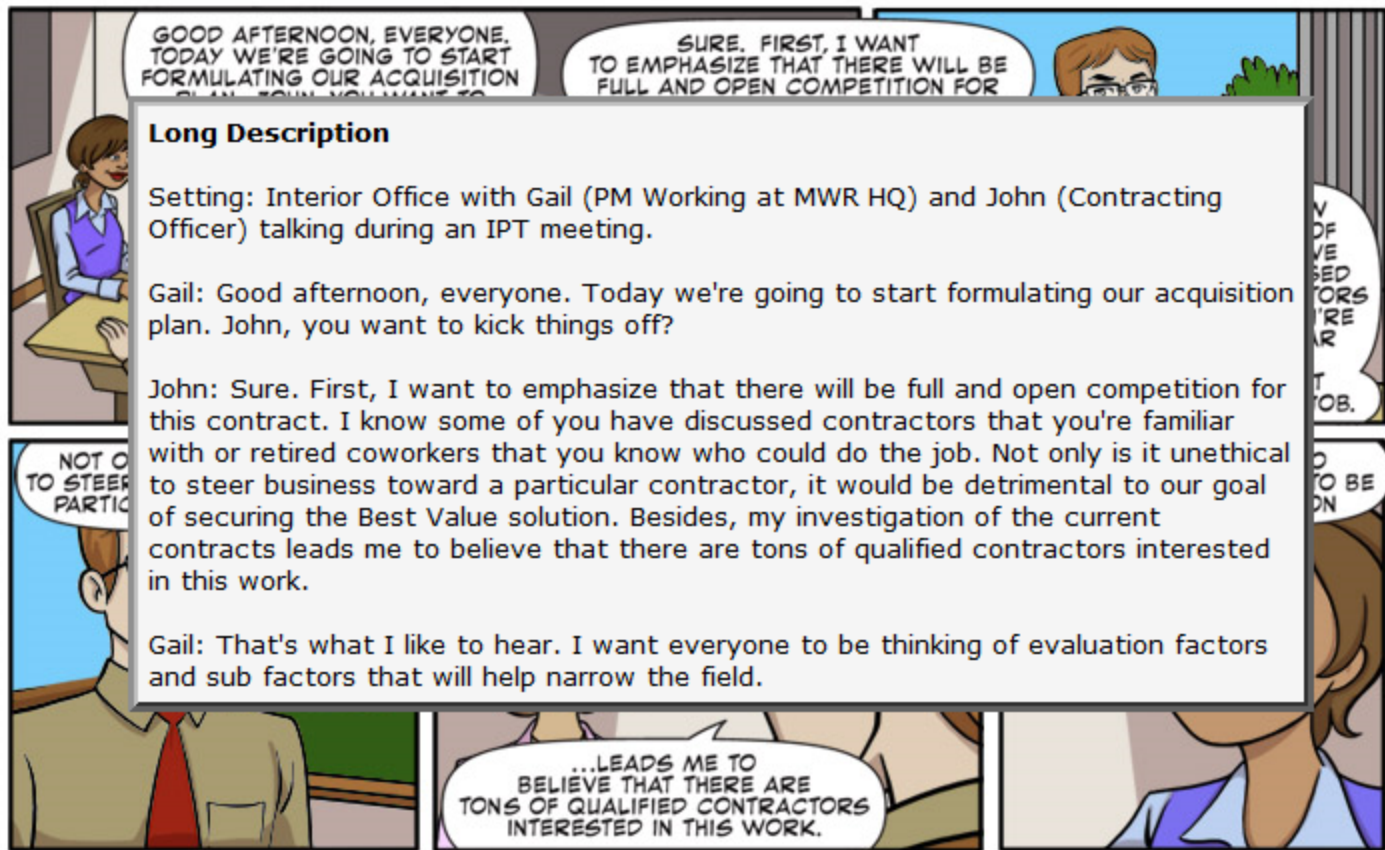
Text Requirements must be written to encourage competition and must not restrict competition. When restrictive language is used, it must be justified in writing.

What Is the Services Acquisition Process?



[D](#)

What Is the Services Acquisition Process?



Phases of the Services Acquisition Process



What we buy through the Government's acquisition process is about as varied as one can imagine. As simple or complex as the supplies or services are, the process is very similar for anything we buy. But no matter what the Government is buying, each step of the process is essential.

The activities of the Services Acquisition Process can be categorized into three essential phases:

- Planning
- Development
- Execution

Phases of the Services Acquisition Process



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Long Description

A conceptual graphic depicting that phases and activities of the Service Acquisition Process.

Phases of the Services Acquisition Process



Plan Phase

The Plan Phase of the Services Acquisition Process includes the following activities:

- Form the team.
 - Establish leadership support
 - Build the team
- Review current strategy
 - Conduct hierarchical analysis
 - Define stakeholder and customer needs
- Market research
 - Analyze the market
 - Identify supplier



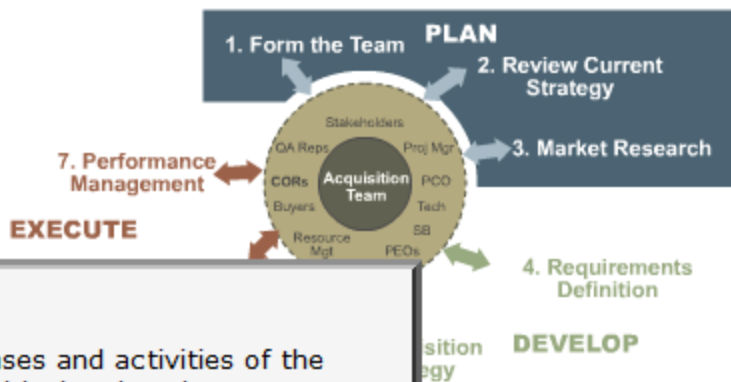
Andrea, Paul, Ayesha, I'd like you to interview the stakeholders from your respective services. I'd like detailed requirements, the metrics they're currently tracking, and their desired results for this new program.

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 - Identify stakeholders

Phases of the Services Acquisition Process



Long Description

A conceptual graphic the phases and activities of the Service Acquisition Process with the Plan phase highlighted.



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Develop Phase

The Develop Phase of the Services Acquisition Process includes the following activities:

- Requirements definition
 - Develop a draft requirements roadmap
 - Define the requirements
- Acquisition strategy
 - Develop the business strategy
 - Develop the acquisition strategy

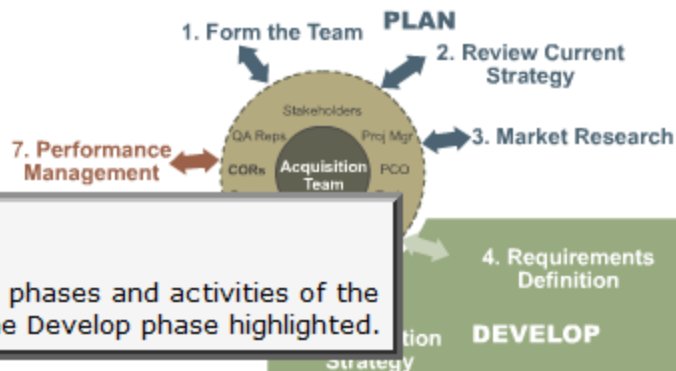


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Phases of the Services Acquisition Process



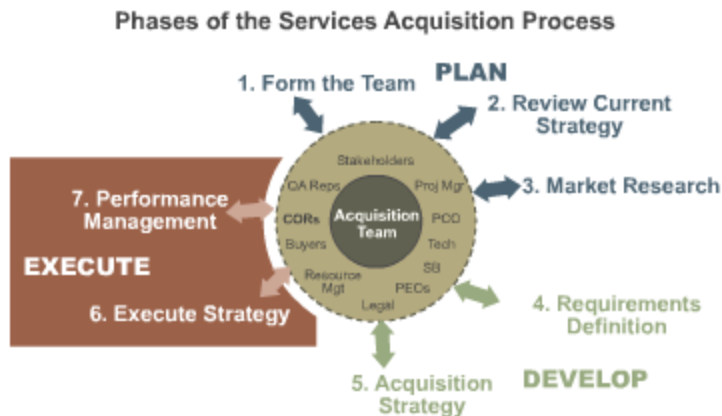
Long Description

A conceptual graphic depicting the phases and activities of the Service Acquisition Process with the Develop phase highlighted.

Execute Phase

The Execute Phase of the Services Acquisition Process includes the following activities:

- Execute strategy
 - Select the appropriate contractor
 - Award the contract
 - Roll out the strategy
- Performance management
 - Monitor contractor's performance
 - Build and manage relationships

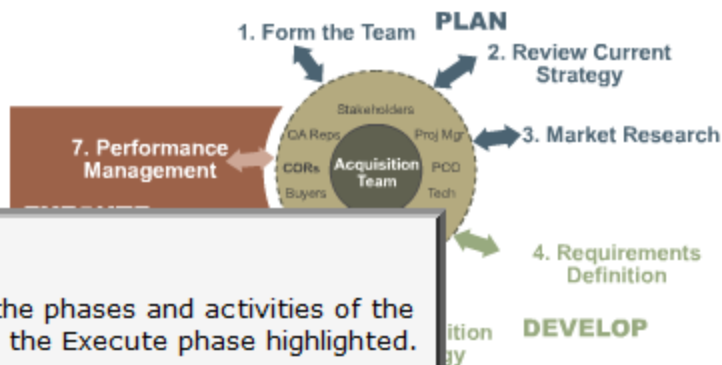


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 - Award the contract
 - Roll out the contract
- Performance Management
 - Monitor performance
 - Build a performance management system

Phases of the Services Acquisition Process



Long Description

A conceptual graphic depicting the phases and activities of the Service Acquisition Process with the Execute phase highlighted.

Knowledge Review

In which phase of the Services Acquisition Process do you develop a draft requirements roadmap, define the requirements, and develop the business and acquisition strategies?

- ☐ Plan Phase
- ☒ Develop Phase
- ☐ Execute Phase

Check Answer



The requirements definition and acquisition strategy are results of the **develop phase**, which includes activities such as developing a draft requirements roadmap, defining the requirements, and developing the business and acquisition strategies.

Knowledge Review

In which phase of the Services Acquisition Process do you select the appropriate contractor and monitor the contractor's performance?

- ☐ Plan Phase
- ☐ Develop Phase
- ☒ Execute Phase

Check Answer



The execution of strategy and performance management takes place during **execute phase**, which includes activities such as selecting the appropriate contractor, awarding the contract, rolling out the strategy, monitoring the contractor's performance, and building and managing relationships.

Lesson Summary

Congratulations! You have completed the **Ethics and Integrity** lesson.

Select each item for a summary of each topic.

[Why is Effective
Competition Important?](#)

[What is the Services
Acquisition Process?](#)

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Why Is Effective Competition Important?

Competition methodology is an important aspect of designing an acquisition strategy. Federal statutes and the FAR establish the policy for describing agency needs, and stipulate that requirements be written in a way that promotes full and open competition as required by the objectives of the CICA.

Lesson Summary

Congratulations! You have completed the **Ethics and Integrity** lesson.

Select each item for a score of 100%

[Why is Effective Competition Important?](#)

[What is the Services Acquisition Process?](#)

What Is the Services Acquisition Process?

There are seven activities in the Acquisition process that can be categorized into three phases.

Plan Phase

- Form the team
- Review current strategy
- Market research

Develop Phase

- Requirements definition
- Acquisition strategy

Execute Phase

- Execute strategy
- Performance management

Lesson Completion

You have completed the content for this lesson.

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