



Back-to-Basics
Empowering the Defense Acquisition Workforce

Contracting Functional Area and Back-to-Basics Acquisition Workforce Transformation

6/4/2021

Office Reviewed By



BtB Transformation Milestones

- **Dec 2019** – Contracting Certification Taskforce established
 - Chartered to recommend a new talent development structure to replace the current three-level Contracting career field Defense Acquisition Workforce Improvement Act (DAWIA) certification program, and to identify common and specialty knowledge areas (credentials) for the Contracting workforce
- **Jan-Apr 2020** – Taskforce developed a single level certification, supported by continuous career learning and credentials, and developed a new Contracting Competency Model. Functional Leader signed “Contracting Certification Taskforce Recommendations for Implementation” memo to HCI Director
- **Jul 2020** – Received approval for the new streamlined DoD Contracting Professional certification and training framework for the Contracting Functional Area from the Workforce Leadership Team (WLT)
- **Aug 2020** – Contracting Workforce Functional Integration Team (CON FIT) established to implement the plan
- **Feb 2021** – Functional Leader signed “Restructuring of the Certification Program for the Contracting Functional Area” memo



Certification Comparison

	Outgoing	New (effective 1 Oct 2021)
Structure	Three Levels	Contracting Professional Certification
Education	Baccalaureate degree required	No degree required for certification; however, 10 USC § 1724 requires Baccalaureate Degree for 1102 series positions and similar military positions
Training	Based on Contracting Competency Model published May 2014	Based on Contracting Common Competencies in the Contracting Competency Model published June 2020
Experience	1 year (Level I), 2 years (Level II), 4 years (Level III)	12 months full time experience applying a representative sample of the Contracting Common Competencies
Assessment	No comprehensive exam	Comprehensive exam based on Contracting Common Competencies
Validation	Agency/organization validates that all of the requirements for a position have been completed and provides official certification	No change
Currency	80 hours/2 years – ref DoDI 5000.66	No change for 80 hours Continuous Learning/2 years



Contracting Certification

	DoD Contracting Professional Certification Requirements
Education	No degree requirement for certification (10 U.S. Code § 1724 requires Baccalaureate Degree for 1102 series positions and similar military positions)
Training	Contracting Common Competencies (does not include Mission Focused or Specialty Competencies) <ul style="list-style-type: none"> • CON 1100, CON 1200, CON 1300, CON 1400, CON 3900V (Optional Exam Prep Course)
Experience	12 months full time experience applying a representative sample of the Contracting Common Competencies <ul style="list-style-type: none"> • Equivalent experience may be considered in government or industry (must be documented and presented in detail) • Representative sample of contracting common competencies determined by the Component
Assessment	Comprehensive exam on Contracting Common Competencies (CON 3990V)
Validation	Agency/organization validates that all of the above is completed and provides official DoD Contracting Professional Certification
Currency	<ul style="list-style-type: none"> • 80 hours of Continuous Learning (CL)/2 years – DoDI 5000.66 • CL hours may be completed in technical, professional, or specialty competencies • A certain amount of CL hours, as determined by supervisor, shall directly map to professional competencies • Consequences of not maintaining currency TBD and will be addressed in update to the DoDI 5000.66
Transition Plan	Workforce members currently DAWIA certified in Contracting, Purchasing, or Industrial Contract Property Management, at any level under the outgoing certification program, and coded into the CON Functional Area, will retain any previously earned certifications and meet the new DoD Contracting Professional Certification Program requirements.



DoD Contracting Competency Model

- Based on NCMA Contract Management Standard (ANSI/NCMA ASD 1-2019)
- Meets FY20 NDAA Section 861 provision
- Relevant/applicable across DoD, Federal agencies, and industry
- Aligns with and simplifies previous DoD Contracting Competency Model
- Details buyer and seller tasks
- Understanding industry perspective
- Boxes 2.1.1 to 4.2.1 are common technical competencies





Certification Training

- Certification Training
 - Reduces over 400 hours of mandatory certification training (~655 to 170 hours)
 - Places emphasis on employee development over their career using annual individual development plans, mentoring, and leveraging training resources
 - Tailored to address Contracting common competencies in the new Contracting Competency Model
- The current DAWIA Level 1 Contracting courses and the new courses for the single level certification are not a direct one-for-one replacement
- Component Subject Matter Experts are participating in content reviews and pilots for the new training courses and credentials



New Certification Courses

Follows the DoD Contracting Competency Model

Each 4 weeks long with Live (Synchronous) and Self-Paced (Asynchronous) learning

CON 1100 Contract Foundational Skills*

- Contracting Lifecycle
- Contracting Principles
- Understanding Regulations
- Parts of a Solicitation and Contract
- Guiding Principles
- Situational Assessment

Estimated 46.5 hours (32 sync, 13.5 async)

CON 1200 Contract Pre-award**

- Define Requirements
- Understanding Industry
- Industry Perspective
- Market Research
- Acquisition Planning
- Developing effective contract strategy
- Socioeconomic Programs
- Develop/amend solicitations

Estimated 42.5 hours (15 sync, 27.5 async)

CON 1300 Contract Award**

EVALUATION & AWARD

- Price & Cost Analysis
- Plan Negotiations
- Select Sources
- Manage Disagreements

Estimated 36.5 hours (21 sync, 15.5 async)

CON 1400 Contract Post-award***

- Administer Contracts
- Quality Assurance
- Subcontracts
- Manage Changes
- Interpretations, disputes, terminations
- Closeout (includes GFP Disposition)
- CPARS

Estimated 45 hours (12 sync, 33 async)

*Must be completed first **Taken in linear fashion ***Taken anytime after Foundational Skills



Credentials

- DAU has deployed 15 credentials to date; and will launch Contracting credentials as they are ready, for example, the following Contracting credentials have been deployed:
 - May 3: Small Business Professional
 - May 28: Foundational and Advanced Contingency Contracting
- Responsive to the professional development needs of our workforce, take credentials when needed
- Not part of certification, but may be required for an employee's current job assignment or future development

<https://www.dau.edu/training/pages/credentials.aspx#credential-areas>



Contracting Credentials

UNDER DEVELOPMENT

- ◆ Architect & Engineer (A&E) Contracting
- ◆ Construction Contracting
- ◆ 2 Advanced Contract Administration
- ◆ 14 Advanced Cost/Pricing
- ◆ Industrial Contract Property Management

FUTURE DEVELOPMENT

- ◆ Systems Acquisition
- ◆ Logistics & Sustainment
- ◆ Operational Contracting (base, post, camp, station)
- ◆ Research & Development
- ◆ Simplified Acquisition Procedures (Purchasing)
- ◆ Services
- ◆ FMS/International Contracting
- ◆ Other Transactions

Note - Credentials to be added/dropped to meet mission needs.



Information Resources

- Workforce Development, DPC:
https://www.acq.osd.mil/dpap/cpic/cp/workforce_development.html
- HCI: <https://www.hci.mil/btb.html>