



CON 3990V Contracting Certification Exam and the DoW CON Competency Model

*A Journey into HOW to think about the application
of the Competency Model to successfully prepare
for the CON 3990V Certification Exam*

Version 1.0 (5 June 2026)



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CON 3990V - Exam Q Distro per CON Competencies

Life Cycle Phase		Domain		Competency		* Number of Q's on Exam
 1	Guiding Principles	1.1	Skills and Roles			6
		1.2	Contract Principles			18
		1.3	Standards of Conduct			6
		1.5	Situational Assessment			3
		1.6	Team Dynamics			3
		1.7	Communication and Documentation			6
 2	Pre-Award	2.1	Develop Solicitation	2.1.1 Plan Solicitation		12
				2.1.2 Request Offer		12
		2.2	Develop Offer	2.2.1 Plan Sales		3
				2.2.2 Prepare Offer		3
 3	Award	3.1	Form Contract	3.1.1 Price or Cost Analysis		10
				3.1.2 Plan Negotiation		10
				3.1.3 Select Source		10
				3.1.4 Manage Disagreements		10
 4	Post-Award	4.1	Perform Contract	4.1.1 Administer Contract		10
				4.1.2 Ensure Quality		10
				4.1.3 Manage Subcontracts		4
				4.1.4 Manage Changes		10
		4.2	Close Contract	4.2.1 Close Out Contract		4
				Total	150	

* The # of questions per competency are ~ and may vary +/- 1. There may be a small # of questions included in each exam that are ungraded and being tested for future exam use. Performance on these questions do not count for or against an examinee. This is an industry standard practice for professional certification testing.



CON Competency Model – The Foundation of the Exam!

DoD Contracting Competency Model (Contract Management Standard)				
(Based on the National Contract Management Association's Contract Management Standard (reference ANSI/NCMA ASD 1-2019))				
Contracting Common Technical Competencies				
1.0 Guiding Principles	Life Cycle Phase	Domain (Contract Outcomes)	Competency	Job Tasks
	3.0 Award	3.1 Form Contract	3.1.1 Price or Cost Analysis [Buyer Job Tasks]	3.1.1.1 Comprehend Offer 3.1.1.2 Evaluate Seller Terms and Their Impact on Risk 3.1.1.3 Determine Reasonable Pricing 3.1.1.3.1 Perform Price Analysis 3.1.1.3.2 Perform Cost Analysis 3.1.1.4 Document Analysis Results
			3.1.2 Plan Negotiations [Buyer and Seller Job Tasks]	3.1.2.1 Clarification Requests 3.1.2.1.1 Prepare [Buyer Job Task] 3.1.2.1.2 Respond [Seller Job Task] 3.1.2.2 Document Negotiation Objectives [Joint Responsibility] 3.1.2.3 Conduct Discussions [Joint Responsibility]
			3.1.3 Select Source [Buyer and Seller Job Tasks]	3.1.3.1 Review compliance of offer(s) [Buyer Job Task] 3.1.3.2 Source selection 3.1.3.2.1 Evaluate Offer(s) in Accordance with Evaluation Criteria [Buyer Job Task] 3.1.3.2.2 Withdraw Offer [Seller Job Task] 3.1.3.3 Conduct Negotiations [Joint Responsibility] 3.1.3.4 Finalize Negotiations [Joint Responsibility] 3.1.3.5 Final Offer Revision 3.1.3.5.1 Request [Buyer Job Task] 3.1.3.5.2 Prepare [Seller Job Task] 3.1.3.6 Prepare Contract Document 3.1.3.6.1 Document Basis for Award [Buyer Job Task] 3.1.3.6.2 Review / Approve Contract [Joint Responsibility] 3.1.3.7 Finalize Contract Award [Buyer Job Tasks] 3.1.3.7.1 Award Contract 3.1.3.7.2 Notify Unsuccessful Offeror(s) 3.1.3.7.3 Debrief Offeror(s) 3.1.3.8 Document Outcome of Offer [Seller Job Task]

Hint: All exam questions link to one of the 19 common Competencies

Bonus: The Job tasks give us further insight into what to look for!



Competency Model – Practical Application

Contract Management Standard™ (CMS™) (reference the CMS™ ANSI/NCMA ASD 1-2019 (R2022))	
Extracting Common Technical Competencies	
Competency	Job Tasks
3.1.1 Price or Cost Analysis [Buyer Job Tasks]	3.1.1.1 Comprehend Offer
	3.1.1.2 Evaluate Seller Terms and Their Impact on Risk
	3.1.1.3 Determine Reasonable Pricing
	3.1.1.3.1 Perform Price Analysis
	3.1.1.3.2 Perform Cost Analysis
3.1.2 Plan Negotiations [Buyer and Seller Job Tasks]	3.1.1.4 Document Analysis Results
	3.1.2.1 Clarification Requests
	3.1.2.1.1 Prepare [Buyer Job Task]
	3.1.2.1.2 Respond [Seller Job Task]
	3.1.2.2 Document Negotiation Objectives [Joint Responsibility]
3.1.3 Select Source [Buyer and Seller Job Tasks]	3.1.2.3 Conduct Discussions [Joint Responsibility]
	3.1.3.1 Review compliance of offer(s) [Buyer Job Task]
	3.1.3.2 Source selection
	3.1.3.2.1 Evaluate Offer(s) in Accordance with Evaluation Criteria [Buyer Job Task]
	3.1.3.2.2 Withdraw Offer [Seller Job Task]
	3.1.3.3 Conduct Negotiations [Joint Responsibility]
	3.1.3.4 Finalize Negotiations [Joint Responsibility]
	3.1.3.5 Final Offer Revision
	3.1.3.5.1 Request [Buyer Job Task]
	3.1.3.5.2 Prepare [Seller Job Task]
	3.1.3.6 Prepare Contract Document
	3.1.3.6.1 Document Basis for Award [Buyer Job Task]
	3.1.3.6.2 Review / Approve Contract [Joint Responsibility]
	3.1.3.7 Finalize Contract Award [Buyer Job Tasks]
	3.1.3.7.1 Award Contract
	3.1.3.7.2 Notify Unsuccessful Offeror(s)
	3.1.3.7.3 Debrief Offeror(s)
3.1.4 Manage Disagreements [Buyer and Seller Job Tasks]	3.1.3.8 Document Outcome of Offer [Seller Job Task]
	3.1.4.1 Submit Protests and Appeals [Seller Job Task]
	3.1.4.2 Respond to Protests and Appeals [Buyer Job Task]

- Looking critically at the competency model, it's much like a work-breakdown structure (WBS), and those job tasks tend to align with guidance in the FAR & DFARS. Looking at these Job Tasks, which FAR Part(s) most predominantly align with these job tasks? Notice any trends? Using FAR Part 15 as an example, which of these Job tasks relate to FAR Part 15 guidance? How about Far Part 33?

3.1.1 Price or Cost Analysis	10
3.1.2 Plan Negotiation	10
3.1.3 Select Source	10
3.1.4 Manage Disagreements	10

FAR Part 15?

FAR Part 33?



CON 3990V Linkage to CON Competency Model

Objectives for CON 3990V From the DAU iCatalog:

- Demonstrate a foundational understanding of the Contracting Common Technical Competencies (and related job tasks) found in the DoD Contracting Competency Model
- Recognize the policy and guidance in the FAR and DFARS as it relates to the competencies and job tasks in the DoD Contracting Competency Model
- Identify the titles of the following FAR Parts: 1, 2, 3, 4, 5, 6, 7, 8, 10, 12, 13, 15, 16, 19, 31, 33, 42, 44, 46, and 49

What does that look like? Here's an Example:

Q: Which offerors receive an amendment to an RFP issued prior to the established time and date for receipt of proposals?

- | | | |
|----|--|------------------|
| A) | <u>All parties receiving the RFP</u> | ← Correct Answer |
| B) | All parties in the competitive range | ← Distractor |
| C) | None. Solicitations are modified, not amended. | ← Distractor |
| D) | None. Solicitations can't be amended until they have closed. | ← Distractor |



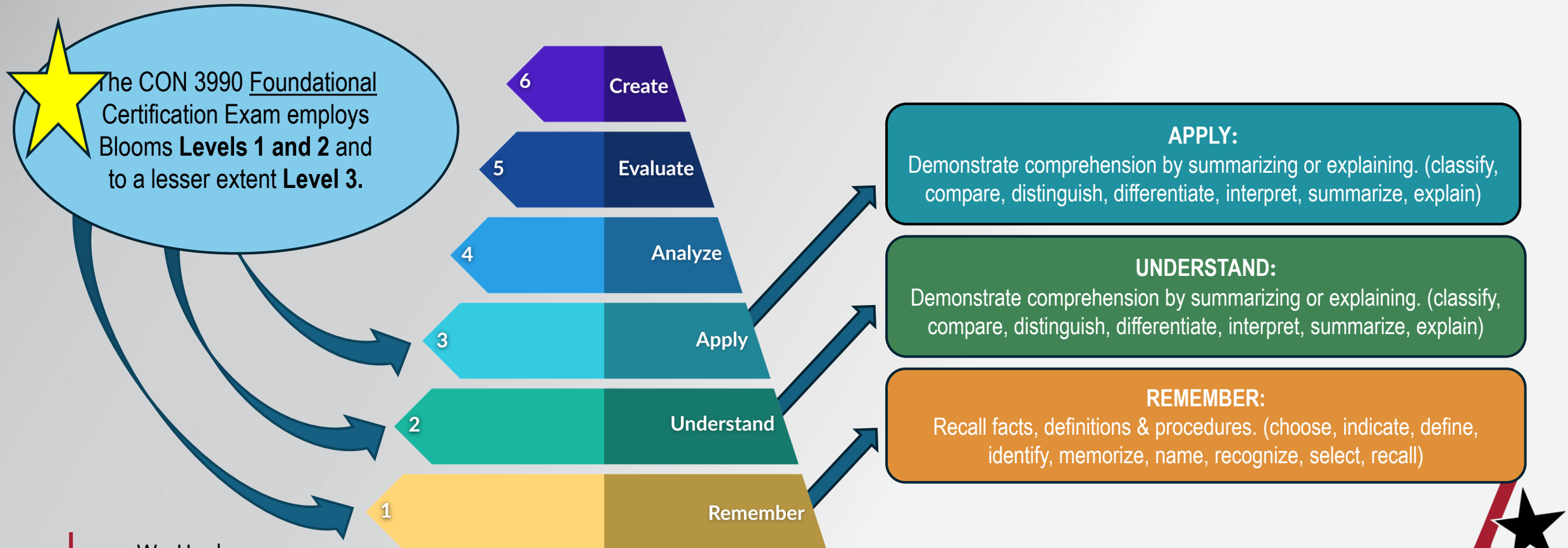
- Relates to Competency 2.1.2 “Request Offers”
- FAR/DFARS Reference supporting the correct answer: FAR 15.106(a)(1)



Bloom's Taxonomy and CON Cert Exam

Blooms Taxonomy in Assessments:

Each level of Blooms model (Level 1-6) illustrate different (and increasingly more challenging) assessment methods to meet cognitive demand as you move from one level to the next. This model is used to develop learning objectives and assessments (Like the CON Exam!)



Exam link to Competency Model - examples

Which of the following questions is a “good” CON Cert Exam question, and why?

(Remember: Blooms Level 1-3, foundational knowledge, aligned to common competencies).

Question:	Rooted in FAR or DFARS?	Aligns with competency model?	Foundational or Advanced Knowledge?	Good CON Cert Exam Question?
During a Presidentially declared major disaster or emergency assistance activity, which types of vendors will be given preference with regards to contract awards in direct support of the recovery operations?	FAR 18.001(e)	No	Advanced	NO
As a proposal manager for a large government contractor, which section of an RFP would you review to identify the relative importance of the evaluation factors and subfactors?	FAR 15.109-4(c)	2.2.1 Plan Sales	Foundational UCF!	YES
Which agency agreement framework must be used when acquiring utility services or facilities from another government entity?	FAR 41.206	No	Advanced	NO
If guidance in the FAR directs action and an individual party is not is not expressly cited as being responsible, then who is required to ensure the action is completed?	FAR 1.107(f)	1.1 Skills & Roles	Foundational FAR Conventions	YES



Exam link to Competency Model – examples (Cont.)

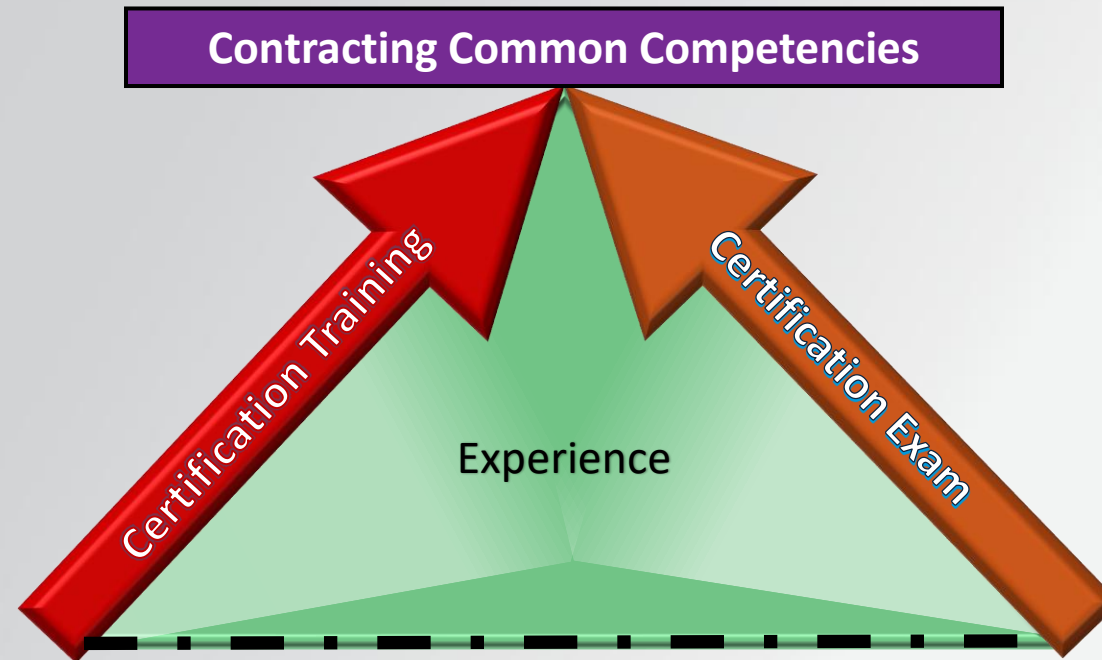
Which of the following questions is a “good” CON Cert Exam question, and why?

(Remember: Blooms Level 1-3, foundational knowledge, aligned to common competencies).

Question:	Rooted in FAR or DFARS?	Aligns with competency model?	Foundational or Advanced Knowledge?	Good CON Cert Exam Question?
Due to an unexpected demand for a product, a company’s actual sales for the fiscal year ended up being much higher than what had been projected. As a result, the company's indirect rates for general and administrative expenses would:	FAR 31.203(e)	2.2.1 Plan Sales	Advanced	NO
Who has overall responsibility for Acquisition Planning?	DFARS 207.103(g)	1.1 Skills and Roles	Foundational	YES, But...
Which of the following FAR Parts would you refer to for the prescriptive guidance for use of FAR Clause 52.246-17 – Warranty of Supplies of a Noncomplex Nature?	FAR 52.101(b)	2.1.1. Plan Solicitation	Foundational	YES
At what level (with whom), should all conflicts or issues that are related to contractual matters be resolved by mutual agreement?	FAR 33.204	3.1.4 Manage Disagreements	Foundational	YES



Cert Exam link to Cert Courses



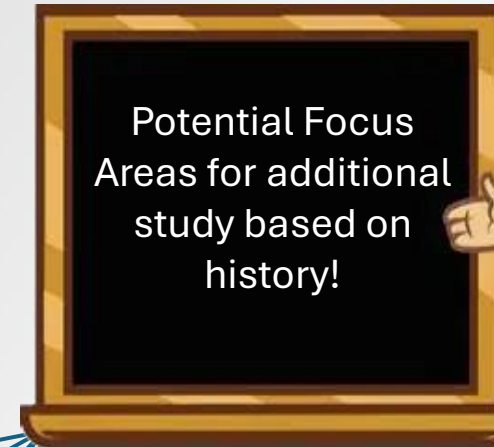
**The Exam tests to the competencies not the training.
The training teaches to the competencies not the Exam.**



Exam Performance – Competency Breakdown (2026)

This is the average of all examinees' performance Between June 2025 – June 2026 at the competency level.

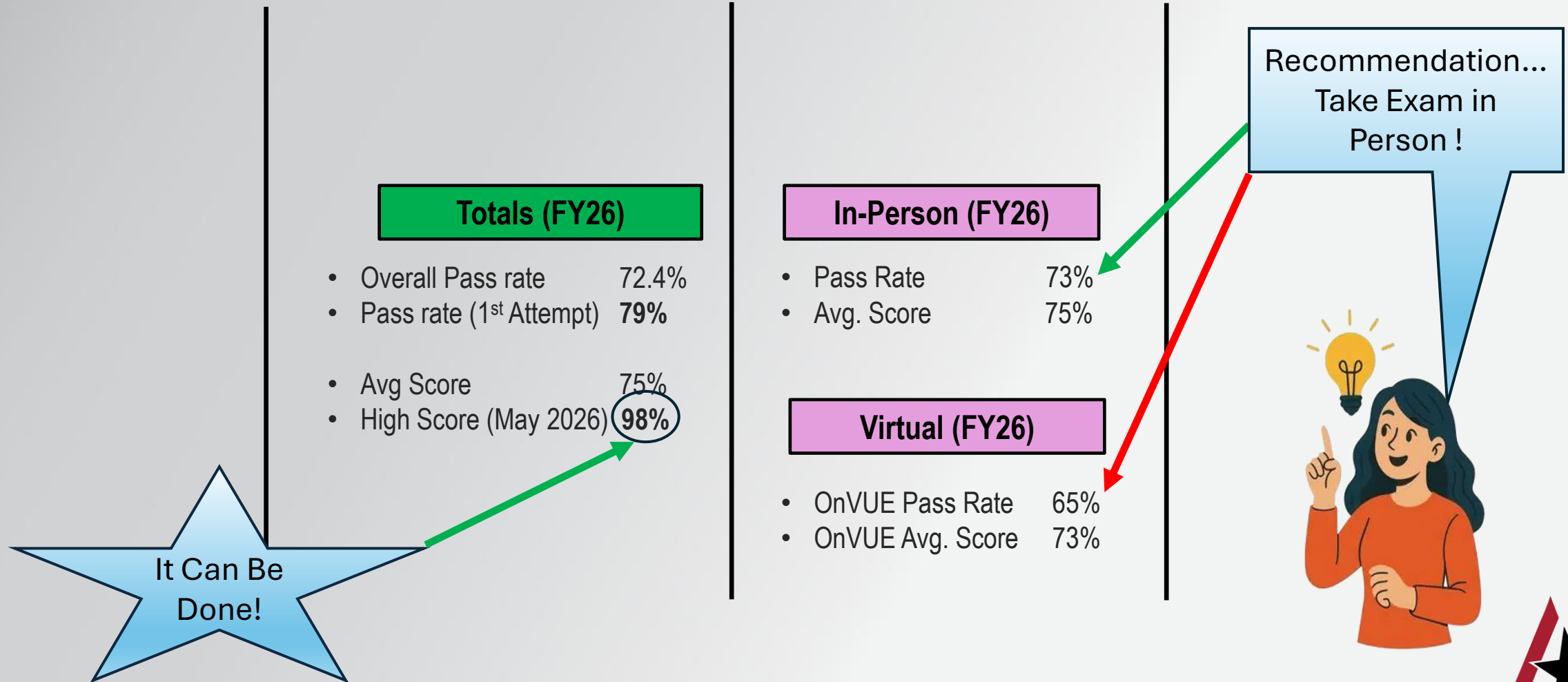
CON 3990V Contracting Certification Exam Performance Summary		
Report Date: 22 June 2026		
DoD Competency Model Reference		% Correct
1.0 GUIDING PRINCIPLES		81%
1.1	Skills and Roles	78%
1.2	Contract Principles	78%
1.3	Standards of Conduct	85%
1.5	Situational Assessment	72%
1.6	Team Dynamics	92%
1.7	Communications and Documentation	78%
2.0 PRE-AWARD		73%
2.1.1	Plan Solicitation	67%
2.1.2	Request Offers	78%
2.2.1	Plan Sales	68%
2.2.2	Prepare Offer	77%
3.0 AWARD		73%
3.1.1	Price or Cost Analyst	64%
3.1.2	Plan Negotiations	77%
3.1.3	Select Source	65%
3.1.4	Manage Disagreements	86%
4.0 POST AWARD		74%
4.1.1	Administer Contract	77%
4.1.2	Ensure Quality	76%
4.1.3	Manage Subcontracts	68%
4.1.4	Manage Changes	79%
4.2.1	Close Out Contracts	72%



CON 3990V – CON Cert Exam Stats

Date: 2 Jun 2026

Report Period: Fiscal Year 2026



CON 3990V – Take-aways

There is no “silver bullet” for passing the exam. Relying solely on the prep course and the practice questions within the prep course is a losing proposition. Each examinee is unique, and the path to success lies in a combination of the following (not all inclusive): Studying, reading/referencing the FAR/DFARS as applies to the DoD Competency Model, On-The-Job training, practical application, Foundational Courses, Prep Course(s) & timing. When to take the exam is a determination the examinee and supervisor must make based on the examinees experience, pace of learning, comprehension, etc. Remember: there is a 3-year grace period for certification!

LOW HANGING FRUIT (easy points!):

Memorize the 20 FAR parts from the CON 3990V DAU i-Catalog Concept card, the UCF Parts and titles, TCPD/TINA principles, Contract Types, The FAR Conventions, Common definitions, etc. Look to the FAR Parts that have direct relationship to the competencies and job tasks (for example; including but **not limited to** FAR Parts 1, 2, 15, 33, and 46) as a good source of info and likely places to focus studies.



CON 3990V – Useful Links

- DoW CON Competency Model: [https://www.acq.osd.mil/asda/dpc/cp/policy/docs/wd/DoD_Contracting_Competency_Model_\(November_2024\).pdf](https://www.acq.osd.mil/asda/dpc/cp/policy/docs/wd/DoD_Contracting_Competency_Model_(November_2024).pdf)
- Cert Exam FAQ's [https://www.acq.osd.mil/asda/dpc/cp/policy/docs/wd/CON_Certification_Exam_FAQs_\(As_of_11_May_2026\).pdf](https://www.acq.osd.mil/asda/dpc/cp/policy/docs/wd/CON_Certification_Exam_FAQs_(As_of_11_May_2026).pdf)
- WarU RFO Webpage <https://www.dau.edu/revolutionary-far-overhaul>
- WaU iCatalog Page CON 3990V: <https://icatalog.waru.edu/CourseDetail/12540>
- WarU Exam Landing Page (Pearson:) <https://www.pearsonvue.com/us/en/waru.html>

