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Effective, immediate
actionable information
on contract pricing
techniques for
contractor and
Government personnel
involved in contract or
subcontract pricing.

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CLE 11* / CPE 13**

Cost and Price Analysis in Government Contracts

A step-by-step guide to all phases of price and cost analysis—from the initial contract solicitation to the final contract award

- Methods for identifying, considering and understanding all relevant costs
- Techniques for price analysis
- Key elements needed for documentation.
- Direct material and labor cost analysis
- And more.

January 14-15, 2009 • Washington, DC
February 25-26, 2009 • Las Vegas, NV
October 6-7, 2009 • Las Vegas, NV
November 5-6, 2009 • Washington, DC

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Cost and Price Analysis in Government Contracts

Experience. . . skill. . . determination. . . innovation — these virtues alone will not earn you a Government contract. To a large extent, it boils down to: **Pricing the contract**. For being able to transform a contract's requirements into sharply focused prices is the key to receiving the contract award — and to successfully performing and completing the work. As an offeror, you must prepare proposals that convince buyers that your price is fair and reasonable. As a buyer, the prices you pay can mean the difference between success and failure.

Contract pricing is a delicate exercise — taking into account a wide range of tangible and sometimes intangible price and cost analysis information. All the while, contractors and Government contracting officers must maintain compliance with a growing number of applicable laws and regulations. In short: Contract pricing is an integral, vital part of the procurement process. It can be where success begins. . . or where ambitions end.

This specially developed program will provide contractor and Government personnel with effective, immediate, actionable information regarding contract pricing techniques. In addition to detailed lectures, a review and analysis of actual cases will provide a solid opportunity to apply cost and price analysis techniques to the information you are given.

You will be taken through all phases of price and cost analysis, from the receipt of the purchase request to the award of the contract or subcontract. Further, the program examines the methods for identifying and considering relevant costs to the buyer, quantitative techniques for analysis, key elements needed for documentation, direct material and labor costs analysis matters, and more.

Course Faculty

Joseph Higgins, is a Principal at JTH Consulting in the Washington DC metropolitan area.

Mr. Higgins has extensive financial management experience in government contracting, specifically in the development and implementation of cost allocation systems to ensure cost recovery on government contracts. He has assisted clients with completion of CASB Disclosure Statements and related issues with compliance with the Cost Accounting Standards. Mr. Higgins has expertise in all required government contracting management systems, including cost estimating and earned value management systems (EVMS). He has extensive knowledge in the areas of contract claims, particularly claims in connection with terminations for the convenience of the government.

Mr. Higgins brings a diversity of experience to his consulting tasks, after working 15 years as a Vice President Finance/Chief Financial Officer with A&D companies and slightly more time performing auditing and consulting work within the federal government as well as the private sector. Mr. Higgins has a current operating-level perspective on the challenges that face today's government contractor. Not only does he have the technical competence to deal with the regulatory/compliance aspects of an issue, he also has the practical insight to appreciate the business and organizational implications that may be involved. Having worked at various levels in the Defense Contract Audit Agency, Mr. Higgins has the background necessary to bring clarity to potentially volatile audit situations. And his experience as a consultant and auditor with major international accounting firms gives him additional qualification and perspective.

Mr. Higgins also has experience in the construction and manufacturing industries.

Cost and Price Analysis in Government Contracts Course Curriculum

1. THE CONTRACT PRICING ENVIRONMENT

- a. Objectives of Government Contract Pricing
- b. Methods of Contract Pricing

2. THE FOUNDATIONS OF PRICE ANALYSIS

- a. Preparing for Price Analysis
- b. Maximizing Price Competition

3. PRICE RELATED DATA FROM OFFERORS

- a. Determining Certified Cost or Pricing Data Requirements
- b. Determining Applicability of Exemptions from Certified Cost or Pricing Data Requirements
- c. Identifying Additional Data Needed From the Offeror

4. PRICE RELATED FACTORS FOR AWARD

- a. Selecting Price Related Factors for Award
- b. Applying Price Related Factors for Award

5. QUANTITATIVE TECHNIQUES FOR PRICE ANALYSIS

- a. Index Numbers
- b. Cost-Volume Analysis
- c. Cost Estimating Relationships

6. PRICE ANALYSIS RELATED DECISIONS

- a. Sealed Bidding
- b. Negotiation

7. DOCUMENTING PRICE ANALYSIS

- a. Required Documents
- b. Recordkeeping

8. OVERVIEW OF COST ANALYSIS

- a. Costs & Cost Analysis
- b. Cost or Pricing Data
- c. Cost Allowability
- d. Data Collection for Analysis
- e. Work Design and Analysis

9. QUANTITATIVE TECHNIQUES FOR COST ANALYSIS

- a. Sampling
- b. Regression
- c. Moving Averages
- d. Improvement Curves

10. DIRECT MATERIAL COSTS ANALYSIS

- a. Analyzing Summary Cost Estimates
- b. Analyzing Detailed Cost Estimates
- c. Considering Major Subcontractor Pricing Requirements

11. DIRECT LABOR COST ANALYSIS

- a. Analyzing Labor Hour Estimates
- b. Analyzing Wage Rate Estimates

12. OTHER DIRECT COST ANALYSIS

- a. Identifying Other Direct Costs
- b. Considering Special Estimating Concerns

13. INDIRECT COST ANALYSIS

- a. Importance and Composition of Indirect Costs
- b. Developing Recovery Rates
- c. Considering the Allocation Cycle

14. FACILITIES CAPITAL COST OF MONEY

- a. Fundamentals
- b. Developing Factors
- c. Applying Factors

15. PROFIT/FEE ANALYSIS

- a. General Factors Affecting Profit/Fee Analysis
- b. DOD Weighted Guidelines
- c. Other Agency Approaches to Profit/Fee Analysis

16. PREPARING FOR NEGOTIATION

- a. Performing Trade-Off Analysis
- b. Documenting Rationale and Factual Support

Government Contract Costs, Pricing and Accounting Report

by Karen L. Manos

This important newsletter features the latest news of cost and pricing developments, as well as in-depth analysis of relevant cases, statutes, and regulations.

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- Assesses the impact of relevant cost regulations or statutes
- Evaluates procedures for avoiding and resolving disputes
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Cost and Price Analysis in Government Contracts

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REGISTRATION APPLICATION

Enclosed is my \$995 check for the following 2009 session (including manual) of Cost and Price Analysis in Government Contracts. (Please make check payable to West.)

- January 14-15, 2009
Washington, DC • Marvin/Cafritz Conference Center
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I understand that (a) an acknowledgement of this registration will be sent to me, and (b) this registration may not be cancelled later than two weeks before the session begins (but I may name a substitute registrant at any time).

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DATES AND LOCATIONS • 2009

January 14-15, 2009

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DAILY SCHEDULE

Registration: 8:45 on the First Day,

Meetings: 9:00 – 12:00 and 1:00 – 4:00

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COURSE MANUAL — Free to Attendees An extensive *Manual* of original materials (available from no other source) has been specially prepared for distribution to attendees at this program. Its purpose: to relieve you of the burden of taking voluminous notes and to provide you with a source book of continuing value.

TEAM DISCOUNT — A discount is available for three or more registrations from the same organization for this seminar. The discount – a \$200 per person reduction in the seminar fee – can be taken when three (or more) registrations are sent together. The discount cannot be transferred to other sessions of this program or to other seminars. To receive the team discount, please phone, fax or mail your registration.

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