

**Class Overview**

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| **General Class Information**  *All fields must be completed and posted in UVaCollab and World Viewable in SIS no later than two weeks prior to registration.* | | | | | | | | |
| **Subject Area &**  **Catalog Number** | PC 5070 | **Class Title** | SERVICES CONTRACTING | | | | |
| **Credit Type** | **Undergraduate**  **Graduate** | | **Credit**  **Noncredit** | | **Delivery Method** | **P (In-Person)**  **CI (Classroom/Internet)**  **WB (Web-Based)** | |
| **Re-licensure**  **Re-certification Points** |  | | | **Approval Date**  *(For internal use only)* | | |  | |

1. **Class Description (Use the SIS 400 characters from catalog description)**

PROVIDES DETAILED EXPLANATIONS OF THE LAWS, REGULATIONS, AND PROCEDURES DURING ALL STAGES OF GOVERNMENT SERVICES CONTRACTING INCLUDING PLANNING, SOLICITATION, PROPOSAL DEVELOPMENT, EVALUATION, AND CONTRACT ADMINISTRATION. DESIGNED FOR BOTH EXPERIENCED AND NOVICE CONTRACT ADMINISTRATORS. THE LATEST POLICIES AND REGULATIONS RELATING TO SERVICES ARE PRESENTED. PREREQUISITE: PC 4010 OR 5010.

1. **Learning Outcomes**

DEMONSTRATE UNDERSTANDING THE FUNDAMENTAL PRINCIPLES OF COMPETITION AND CONTRACTING METHODOLOGIES. CREATE A SERVICE TYPE OF REQUIREMENT AND PREPARE A SOLICITATION APPLYING EITHER STREAMLINED, SEALED BIDDING OR NEGOTIATION FORMATS INCLUDING PRICING, PROVISIONS AND AWARD CRITERIA FOR A CONTRACT. DEMONSTRATE THE APPLICATION OF EVALUATION AND AWARD CRITERIA FOR SERVICES IN A CONTESTED SCENARIO. IDENTIFY AND EXPLAIN THE PURPOSES OF FAR SUBCHAPTER F—SPECIAL CATEGORIES OF CONTRACTING AND DEMONSTRATE AN UNDERSTANDING OF DISMANTLING/DEMOLITION/REMOVAL AS DISTINGUISHED FOR CONSTRUCTION. IDENTIFY THE TYPES OF SERVICE REQUIREMENTS NEEDED BY THE FEDERAL GOVERNMENT, AND DEMONSTRATE AN UNDERSTANDING OF PERSONAL SERVICES. DEMONSTRATE AN UNDERSTANDING OF THE FUNDAMENTAL PRINCIPLES OF POST-AWARD CONTRACT ADMINISTRATION FOR SERVICES. PREPARE PERFORMANCE MEASUREMENT STANDARDS FOR PERFORMANCE-BASED CONTRACTING. DEMONSTRATE AN UNDERSTANDING OF THE ROLE OF PAST PERFORMANCE.

1. **Assessment Components**

THE STUDENTS WILL PERFORM INDIVIDUAL ASSIGNMENTS BASED UPON THE COURSE TEXT AND WILL FUNCTION AS A TEAM RECORDING COLLECTIVE EFFORTS ON THE EXERCISES AND CASE STUDIES. EACH INDIVIDUAL STUDENT IS REQUIRED TO PARTICIPATE BY CONTRIBUTING TO THE CLASS/TEAM RECORDED RESULTS. THE COURSE WILL INCLUDE A REQUIREMENT FOR STUDENT PARTICIPATION AS A TEAM OF NOT TO EXCEED FOUR STUDENTS IN DEVELOPING A PRACTICE SOLICITATION/CONTRACT PRODUCT FOR A SERVICE REQUIREMENT. THROUGH THE USE OF EXERCISES, CASE STUDIES, SIMULATIONS AND TEAM BUILDING THE COURSE WILL PROVIDE THE SETTING TO IMPROVE THE STUDENTS’ ABILITY TO UNDERSTAND AND IMPLEMENT RELEVANT FACTS AND PROCEDURES, AND ANALYZE ALTERNATE SOLUTIONS. TYPES OF ASSESSMENTS WILL INCLUDE LIVE CHATS, DISCUSSION THREADS, TEXT READING, SUPPLEMENTAL READINGS, LECTURE NOTES, ONLINE REQUIRED AND OPTIONAL RESEARCH LINKS, SHORT ESSAY TYPE FINAL EXAMINATION.

1. **Required Text (include ISBN, specific edition)**

MICHAEL E. GIBONEY, ISBN: 978-0-9792246-2-1; ISBN: 0-9792246-2-4.

THE REQUIRED TEXTBOOK IS ONLY AVAILABLE FROM THE UVA BOOKSTORE IN CHARLOTTESVILLE.

TO ORDER YOU MAY CALL THE BOOKSTORE AT 1-800-759-4667 (CHOOSE OPTION #5 WHEN PROMPTED).

1. **Required Additional Resources and Technical Components**

Embedded web links in online lectures.

1. **Other Class Expectations (for Classroom/Internet and Web-Based classes, specify any live (synchronous) meetings dates, times, delivery mode)**