



The Society of Cost Estimating and Analysis

Houston/Clear Lake Chapter

June 2008

Hi Everyone,

The chapter changed its meeting to the third Wednesday of every other month. Our next meeting will be July 16. Hope to see you there.

The Houston/Clear Lake Chapter will be hosting a certification exam on Saturday, June 28, 2008. Ann Sylvester/NASA has agreed to be the proctor for that exam. The location of the exam site will be at the Gilruth Center at NASA Johnson Center. You may access the Gilruth Center via Space Center Blvd (it is located between Bay Area Blvd and NASA Rd 1). The exam will be held in the Brazos room located on the first floor. The exam room will open at 9:00 a.m. and a brief overview of what will take place will be discussed by Ann before the exam begins. You may contact Ann Sylvester via e-mail at (Ann.R.Sylvester@nasa.gov) or Ella Hrabar (ella.c.hrabar@usa-spaceops.com) for additional information. National SCEA is also offering testing for certification at the 2008 Conference as well as at other dates – check out their web site for details.

Our new Study Group got started late April and is being taught by RK Jain/Boeing. We meet every other Thursday. Times are from 5:30 p.m. until 7 p.m. at United Space Alliance, 600 Gemini in the Supplier Conference Room located in the main lobby by door 10. For information contact Ella Hrabar (ella.c.hrabar@usa-spaceops.com).

Other training opportunities are offered by UCLA - **UCLA Extension Summer 2008 Quarter starts June 21.**

Proposal Planning (Online)

X 442.12 Management 4 units \$625

Through lectures, case studies, and classroom exercises, this course describes the contractor's process for preparing a cost proposal from the initial planning stages through negotiations. Instruction emphasizes analyzing customer requirements as identified in the request for proposal; developing estimating prerequisites, including proposal ground rules and assumptions; work breakdown structure and dictionary; bills of material; proposal and program schedules; pricing instructions; developing a responsive cost proposal; and government analysis of the cost proposal and data used in this analysis. *Prerequisite:* X 442.11 Government Acquisition Process or consent of instructor. *This is a required course in the Certificate in Government Cost Estimating and Pricing.*

Reg# U2586B

June 24-September 9

Marek A. Gwozdzowski, MBA, Contracts Manager, ThalesRaytheonSystems

Compliance (Online)

X 442.15 Management 4 units \$625

This course covers the relevant ethics statutes and regulations applicable to government contracting at the prime and subcontract levels. Instruction emphasizes current rules and the actions required by the contractor community to comply. Topics include the rules, government inspection and compliance agencies that enforce the rules, documentation requirements imposed on contractors, self-governance concept and application, compliance audits, and the process contractors use to respond to audits. Lectures and case studies identify potential compliance

issues, how contractors interface with auditors during the reviews, and the steps contractors can use to minimize non-compliance. Environmental, social, anti-trust, and international rules also are discussed. *Prerequisite:* X 442.11 Government Acquisition Process or consent of instructor. *This is a required course in the Certificate in Government Cost Estimating and Pricing.*

Reg# T8478B

June 26-September 11

Marek A. Gwozdzowski, MBA, Contracts Manager, ThalesRaytheonSystems

International Purchasing (Online)

X 445.61 Management 4 units \$625

This course covers the use of international suppliers to make purchases more competitive, and focuses on evolving international procurement issues from a current practical viewpoint. The differences between foreign purchasing and domestic contracting are explored. Topics include international contracting principles, special international statutory requirements, treaties and trade agreements, contract formation and international drafting, termination, dispute resolutions, and shipping. In-depth consideration is given to what constitutes a contract "over there" (i.e., have you unintentionally formed a contract under foreign law?), foreign versus civil common-law systems, liquidated damages, assignability, waiver, and accord and satisfaction. The Uniform Commercial Code, Foreign Corrupt Practices Act, antiboycott laws, European Union (EU), North America Free Trade Agreement (NAFTA), standard international contract clauses, litigation in a foreign country, and arbitration rules also are discussed. *This is a required course in the Certificate in Purchasing and Materiel Management.*

Reg# T8490B

June 26-September 11

Lee C. Schuh, JD, contracts and financial consultant; recipient, UCLA Extension Dean's Distinguished Instructor Award, 2007

Proposal Preparation and New Business Acquisition (Online)

X 408.6 Management 4 units \$625

This course covers theory and techniques used by the government, major contractors, and subcontractors in bidding for and acquiring new business. Topics include proposal evaluation; unsolicited proposals; source evaluation and selection; bid/no-bid decision; types of proposals; formatting, outlining, and writing the proposal; proposal cost management; and the essential aspects of work statement development. For individuals in contract and pricing, program management, marketing, engineering, and manufacturing. Lectures and workshop cover the entire proposal preparation cycle. X 408.1 Elements of Government Contract Administration. *This is an elective course in the Certificate in Government Contract Management.*

Reg# T8475B

June 26-September 11

Robert New, Jr., MBA, C.P.M., Director, Procurement Contracts and Materiel Management, Metropolitan Transit Authority

Managing the Contract (Online)

X 408.9 Management 4 units \$625

33 hours of MCLE credit available.

This course presents the day-to-day management of government contracts: authorizing and monitoring work, dealing with customers and contractors, funding, billing, terminations, property, inspection and acceptance, and other areas of administration. *Prerequisite:* At least four basic courses in government contract management, including X 408.1 Elements of Government Contract Administration, X 408.4 Legal Aspects of Government Contracts and Subcontracts, X 408.6 Proposal Preparation and New Business Acquisition, and one of the following: X 408.2 Government Contract Accounting, X 408.3 Government Contract Pricing, X 408.8 Financial Management of Government Contracts; equivalent experience; or consent of instructor. *This is a required course in the Certificate in Government Contract Management.*

Reg# T8472B

June 25-September 10

Lee C. Schuh, JD, contracts and financial consultant; recipient, UCLA Extension Dean's Distinguished Instructor Award, 2007

Technical requirements: Access is 24/7, from home, work or abroad. A PC or Macintosh computer with reliable access to the Internet with Explorer or Navigator (latest version) is

required. The online course software is Blackboard and an orientation is available at http://www.uclaextension.edu/unex_blackboard/index.htm.

To view the complete summer schedule, including our online Certificate Program in Project Management, visit www.uclaextension.edu/techmanagement.

For more information, please contact Carol Eisman at ceisman@uclaextension.edu. T: 310-206-1548.

Sincerely, Editor: Ella Hrabar