



The Society of Cost Estimating and Analysis

Houston/Clear Lake Chapter

November 2008

Hi Everyone,

At the October meeting we polled the group and decided that due to the upcoming Thanksgiving and Christmas holidays, the next chapter meeting will be Wednesday, January 21, 2009. A web meeting notice will be posted later to give details. Enjoy your holidays.

The October meeting was a success, we had a great group of people who offered up suggestions and they themselves are taking steps to help increase membership and get speakers. In fact a speaker has been obtained and they are busy working out the details.

I issue a challenge to all members to bring a prospective new member to our next meeting in January or provide us the information about someone who might be a prospective member. We would like to get a diversity of companies and universities so we can learn from each other as well as increase our network of cost estimator/analysts folks.

Certification Exam - The Houston/Clear Lake Chapter will host a certification exam on Saturday, November 15, 2008. **Ann Sylvester/NASA** will be the proctor for the exam. We have three members who will be taking the test locally and wish them success.

Board of Directors Meeting – The National SCEA held its BOD meeting on October 25. They are looking for beta testers to study material and take the new exam. The deadline for signing up as a beta tester is November 28. You will need to fill out an application and send it to me – e-mail me for more details Ella.C.Hrabar@usa-spaceops.com

National Estimator Magazine - Hope you received your copy. My article ended by saying “We encourage members to get actively involved in some activity that will help support and grow SCEA and your local chapter. Organizations are successful because its members make it so. Scheduling time for SCEA projects and meetings are important to the growth and well being of all. So do your very best in the coming months to make a positive impact.” The chapter belongs to everyone and your participation is needed to keep it moving forward. Please make a commitment in the New Year to schedule time to attend the meetings, share your views, offer suggestions, become a volunteer, make a difference in the growth of the chapter because the chapter is all about its members.

UCLA Online Training - The following are being offered:

**UCLA EXTENSION ONLINE WINTER QUARTER 2009 CLASSES
BEGIN THE WEEK OF JANUARY 12.**

ENROLLMENT IS NOW OPEN! To enroll, please visit
www.uclaextension.edu/techmanagement.

For more information, call 310-206-1548 or e-mail ceisman@uclaextension.edu.

GOVERNMENT COST ESTIMATING AND PRICING

Government Acquisition Process (Online)

X 442.11 Management 4 units \$625

This course covers the principles and current trends of contracting with the federal government as a prime- or subcontractor with emphasis on applying the Federal Acquisition Regulations (FAR) to daily problems. Through lectures, case studies, and interactive exercises, students obtain the information needed to understand government procurement from formation to contract completion. The types of contracts used by the federal government and the application of each type to the statement of work are explained with emphasis placed on Department of Defense contracting. Commercial contracting methods as compared with contracting under FAR, and key issues and their practical application in contracting also are analyzed. This is a *required course in the Certificate in Government Cost Estimating and Pricing*. Enrollment limited to 35 students.

Reg# U6223B

January 15-March 26

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

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# U6218B

January 15-March 26

Marek A. Gwozdzowski, MBA, Contracts Manager, ThalesRaytheonSystems

GOVERNMENT CONTRACT MANAGEMENT

Legal Aspects of Government Contracts and Subcontracts (Online)

X 408.4 Management 4 units \$625

33 hours of MCLE credit available.

Topics covered in this course include legal analysis of award and administration of contracts; sources of government contract law; legal principles applied to problems involving data and patents; formation of contracts: terms, conditions, specifications, interpretation; bids and proposals; sales; inspections; warranties; changes and amendments; equitable adjustments and damages; default and convenience; terminations; and remedies. This is a *required course in the Certificate in Government Contract Management and Certificate in Purchasing and Material Management*.

Reg# U6221B

January 14-March 25

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

Negotiation Principles and Techniques (Online)

X 408.5 Management 4 units \$625

This course provides a framework for analyzing how to approach the negotiation of a contract and dealing with the goals of the other party. Mock negotiations illustrate principles and skills needed to achieve planned objectives. Topics include human behavior theories and their applications in negotiation; traits of the negotiator; planning the negotiation; and techniques, tactics, strategies, and countermeasures. *Prerequisite:* X 408.1 Elements of Government Contract Administration or consent of instructor. *This is an elective course in the Certificate in Government Contract Management.*

Reg# U6225B

January 15-March 26

Robert New, Jr., MBA, C.P.M., NCMA Fellow, Director of Purchasing and Materiel Management, Los Angeles County Metropolitan Transportation Authority (Metro)

Financial Management of Government Contracts (Online)

X 408.8 Management 4 units \$625

This course examines financial assistance, payment policies and practices, progress payments, advance payments, administrative problems related to management of government contracts, cash-flow curves and analysis, and funding government contracts. It also presents an overview of cost accounting concepts and controls, government audit and contractor interface relationships, planning and control systems, and emerging patterns of government financial policy. *Prerequisite:* X 408.1 Elements of Government Contract Administration or consent of instructor. *This is a required course in the Certificate in Government Contract Management.*

Reg# U6413B

January 14-March 25

Robert New, Jr., MBA, C.P.M., NCMA Fellow, Director of Purchasing and Materiel Management, Los Angeles County Metropolitan Transportation Authority (Metro)

PURCHASING AND MATERIEL MANAGEMENT

Legal Aspects of Government Contracts and Subcontracts (Online)
(Go to Government Contracts section for details.)

Sincerely, Editor: Ella Hrabar