

ADVANCED SOURCE SELECTION

SYNOPSIS

Advanced Source Selection is a 2-day activity based course. Participants expand their knowledge of the source selection process through hands on activities and discussions of challenges and lessons learned during each process phase. The course includes a number of best practices to improve your agency's source selection process.

Though the scenario based activities students participate in all phases of the source selection process, including development of a source selection plan, development of evaluation factors and instructions to offerors, proposal evaluation, and reviewing the technical evaluation report. Prior source selection experience is preferred, but not necessary.

Reminder: Participants taking this course should not take Source Selection Essentials. These courses are redundant and will be treated as a single course toward all certificates.

LEARN

- Apply the basic principles of source selection, including applicable FAR requirements, ethics, evaluation factors, and exchanges;
- Develop a Source Selection Plan (SSP)
- Evaluate proposals, determine competitive range, conduct discussions, request Final Proposal Revisions (FPR), and present evaluation results to Source Selection Authority (SSA); and
- Analyze evaluation documentation in preparation for SSA's decision and contract award, and prepare for debriefings and protests (if any).

This course uses digital materials.

TOPICS

SOURCE SELECTION OVERVIEW

- Basics of Source Selection
- Evaluation Factors
- Exchanges
- Ethics in Source Selection

THE SOURCE SELECTION PLAN

- Typical SSP Contents
- Tradeoff vs. LPTA Process
- Source Selection Team
- Evaluation Factors and Standards
- Proposal Instructions

EVALUATION AND COMPETITIVE RANGE

- Instructing Technical Evaluators
- What Scoring Looks Like
- Guidance on Evaluation of Specific Factors
- How to Approach Risk
- Past Performance Evaluation
- Competitive Range Determination

DISCUSSIONS, FINAL PROPOSAL REVISIONS, AND PRESENTING RESULTS TO SSA

- Negotiations/Discussions
- Documenting the Evaluation

CONTRACT AWARD AND PROTESTS

- Comparative Analysis of Proposals
- Selection Decision
- Debriefings
- Protests

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