Defense Procurement and Acquisition Policy
Acquisition Exchange Program

Project Description #1

Opportunity: Contract Policy & International Contracting Projects
Organization: DPAP/CPIC
Target Grade: GS-11 or above

Duration of Assignment: 3 months – 1 year
Start Date: Negotiable
Location: 5E621, the Pentagon
Coverage of travel/temporary relocation expense: Not authorized – must be covered by applicant's organization

---

To Apply: Submit the Defense Procurement Acquisition Exchange Program Application Form with current resume. Applications are preferred via e-mail but can be submitted by hard copy.

Mailing Address: OUSD(AT&L)DPAP/OPS
Attn: Jocelyn Conway
3060 Defense Pentagon
Washington, DC 20301-3060
Fax: 703-693-1142
E-mail: jocelyn.conway@osd.mil

Background of Assignment:

The Deputy Director of Defense Procurement and Acquisition Policy (Policy) is responsible for a broad range of contracting policies, including: small business; suspension/debarment; Federal Prison Industries; Javits Wagner O'Day program; intellectual property; government property; performance-based service contracts; past performance; progress payments; performance-based payments; cost principles; Cost Accounting Standards; pricing commercial items; weighted guidelines profit policy; Truth in Negotiations Act; Prompt Payment Act; contract payment matters; and the development and management of workforce policy in DoD. The directorate is also responsible for chairing the Contracting Functional Integrated Product Team that advises the Director of Defense Procurement and Acquisition Policy on the competencies and training requirements for the contracting workforce. The directorate frequently works with the Military Departments, Defense Contract Management Agency, Defense Contract Audit Agency, Office of Federal Procurement Policy, other Federal agencies, the congressional staff, and industry associations in order to develop the most practical and reasonable procurement solutions.

Project Description:

Specific projects that could be performed by the participant are listed below. The project mentor and the participant will agree upon the actual projects that will be performed.

(1) The individual(s) selected for this assignment will support the Deputy Director and the senior procurement analysts in the office to: review policies, develop improvements to existing policies; prepare coordinated positions; and advocate approval of policy changes with higher levels within the Office of the Secretary of Defense. Specific tasks may be in the following areas: services contracting; inter-agency contracting; competition; commercial items; small business and other preference programs; intellectual property; other transactions; and joint-basing.

(2) The individual(s) selected for this assignment may serve as the legislative coordinator within DPAP/P to: review legislation proposed by other DoD organizations and Congress for potential impact on the procurement community; prepare comments on proposed legislation and coordinate comments within DoD procurement community; and assist other DP offices in preparing and processing legislative proposals through the legislative process.

(3) The individual(s) selected for this assignment may support DoD's acquisition policy and program matters regarding DoD-wide contracting workforce skills and training requirements.

Benefit of the assignment: Opportunity to:

- Interact with senior officials in the Department and throughout the Federal Government.
- Develop a thorough knowledge of the policy development process and the skills needed to prepare and advocate policy changes.
- Promote different perspectives into senior procurement policy making, while engaging in a career-broadening experience.

Job Requirements: Individual(s) should:

- Have strong technical knowledge of contracting rules and procedures.
- Have the ability to communicate effectively, both orally and in writing.
- Have initiative and ability to work independently and as a team leader.
- Have strong organizational and analytical abilities.
- Be able to view issues from different perspectives.
- Be able to implement new ideas and processes effectively.

Defense Procurement and Acquisition Policy
Acquisition Exchange Program

Project Description #2

Opportunity: FAR/DFARS Projects
Organization: DPAP/DARS
Target Grade: GS-11 or above

Duration of Assignment: 3 months – 1 year
Start Date: Negotiable
Location: 4800 Mark Center Drive
Suite 15D07
Alexandria, VA 22350
Coverage of travel/temporary relocation expense: Not authorized – must be covered by applicant's organization

---

To Apply: Submit the Defense Procurement Acquisition Exchange Program Application Form with current resume. Applications are preferred via e-mail but can be submitted by hard copy.
Mailing Address: OUSD(AT&L)DPAP/OPS
Attn: Jocelyn Conway
3060 Defense Pentagon
Washington, DC 20301-3060
Fax: 703-693-1142
E-mail: Jocelyn.conway@osd.mil

Background of Assignment:

Individual(s) will work directly and/or indirectly in support of the process of changing the FAR and DFARS to include support of regulation transformation initiatives. Our goal is to provide the acquisition community useful tools for establishing successful contract relationships. Assignments will involve review and analysis of laws, the policies or statutory language that drives major changes, and their impact on the defense acquisition community as well as the civilian agencies (i.e., GSA and NASA). Individual(s) will interface with senior procurement officials from the Department of Defense and OMB (both OFPP and OIRA).

Project Description:

Assignments may include any of the following:

(1) Participate in FAR/DFARS initiatives from idea generation to publication (time permitting). This could include:

- Working on the team which reviews a proposed regulatory change;
- Participating in the DAR Council deliberations of that rule;

- Attending and participating in the review at the Civilian Agency Acquisition Council and subsequent review by the Office of Management and Budget, as appropriate;
- After publication in the Federal Register, reviewing public comments on the proposed rule and recommending appropriate changes resulting from those comments; and
- Continuing this process until a Final Rule is implemented in the FAR or DFARS.

(2) Review legislation derived from the DoD's Appropriation and Authorization Act to determine required changes, if any, to be made to the FAR and DFARS.

(3) Review the paperwork burdens imposed on industry by FAR and DFARS regulations and identify initiatives to reduce burdens.

(4) Help expand and institutionalize the DPAP's "Outreach" program. This program entails traveling to DoD Field locations and interfacing with industry associations to brief them on the DFARS process, the status and background of cases, and to obtain feedback from the Field on issues of significance to them.

Benefit of the assignment: An opportunity to:

- Make a difference and improve acquisition policies, processes, and procedures.
- Interact with senior officials in the Department and the Federal Government.
- Develop a thorough knowledge of the senior level policymaking and implementation, as well as an opportunity to participate in the rulemaking process (e.g., implement FAR/DFARS changes).
- Promote new and different perspectives into senior procurement policy making, while engaging in a career-broadening experience.

Job Requirements: Individual(s) should:

- Have the ability to work in a team and communicate effectively, both orally and in writing.
- Have initiative and ability to work independently.
- Have strong organizational and analytical abilities.
- Be able to view issues from different perspectives.
- Be able to implement new ideas and processes effectively.

Defense Procurement and Acquisition Policy
Acquisition Exchange Program

Project Description #3

Opportunity: Contingency Contracting and Acquisition Policy
Organization: DPAP/CCAP C3E
Target Grade: GS-11 or above

Duration of Assignment: 3 months – 1 year
Start Date: Negotiable
Location: 3C152 Pentagon
Coverage of travel/temporary relocation expense: Not authorized – must be covered by applicant's organization

---

To Apply: Submit the Defense Procurement Acquisition Exchange Program Application Form with current resume. Applications are preferred via e-mail but can be submitted by hard copy.

Mailing Address: OUSD(AT&L)DPAP/OPS
Attn: Jocelyn Conway
3060 Defense Pentagon
Washington, DC 20301-3060

Fax: 703-693-1142
E-mail: Jocelyn.conway@osd.mil

Background of Assignment:

The Contingency Contracting and Acquisition Policy Directorate's responsibilities are to review the procurement aspects of major programs that are subject to Office of the Secretary of Defense oversight and to provide policy guidance on all aspects of the contingency contracting arena. The Directorate assists in providing oversight and management for the effective and efficient delivery of equipment and services that meet the needs of the warfighter through innovative policy, guidance, and oversight while being good stewards of the taxpayers' money; relative to the report of the Commission on Army Acquisition and Program Management in Expeditionary Operations (Gansler report). The Directorate is also responsible for developing DoD policy in areas such as competition, source selection, and contract type and incentives that are closely related to major programs. In addition it manages the DoD 5000.1 and 5000.2 directives on program acquisition. The office looks into non-major programs when requested to do so by senior Office of the Secretary of Defense management and reviews/approves the acquisition approach for all service contracts in excess of $1 billion.

Project Description:

Specific projects that could be performed by the participant are listed below. The project mentor and the participant will agree upon the actual projects that will be performed.

(1) Assist in developing the acquisition approach and resolving issues related to major weapon systems, information technology and other service programs. By serving as a staff member of a congressionally mandated Task Force. By preparing and commenting on correspondence and proposed legislation related to major programs and policy areas, e.g., source selection, multiyear; and by serving as the contracting member of a team to formulate new policy in areas such as earned value management, security, logistics.

(2) Work with the various DFARS Committees and/or FAR Teams to draft DFARS or FAR language necessary to implement new legislation or policy dealing with DoD procurement in a contingency operation.

(3) Develop and implement acquisition strategies for Major Defense Acquisition Programs in an oversight capacity. The programs are valued in excess of $500M and will be key to the Defense Department's ability to defend our nation and prosecute the war on terrorism. Work with the Defense components and agencies, and program offices to develop fielding strategies that will ensure the success of cognizant programs. Advise and support senior Department officials in their decision making in support of program fielding.

(4) Work with oversight communities to include the Government Accountability Office and the Department of Defense Inspector General to respond to and support program audits and investigations. Assist in the consolidation and development of one response for the Department in responding to audit findings and recommendations.

(5) Schedule and support all C3E efforts to implement the recommendations of the commission and the AT&L plan of action. Through meetings, strategy planning sessions, policy development, draft the agendas for each meeting; consolidate and develop the briefings for each meeting; provide pre-brief materials; provide logistics support for meetings; develop action matrices and follow up on actions; draft minutes and meeting summaries.

Benefit of the assignment: Opportunity to:

- Interact with senior officials in the Department and throughout the Federal Government.
- Develop a thorough knowledge of the policy development and implementation process and the skills needed to prepare and advocate policy changes.
- Promote different perspectives into senior procurement policy making, while engaging in a career-broadening experience.
- Engage with counterparts in foreign governments on contract policy affecting procurement with foreign entities.

Job Requirements: Individual(s) should:

- Have the ability to communicate effectively, both orally and in writing.
- Have initiative and ability to work independently and as a team leader.
- Have strong organizational and analytical abilities.
- Be able to view issues from different perspectives.
- Be able to implement new ideas and processes effectively.

Defense Procurement and Acquisition Policy
Acquisition Exchange Program

Project Description #4

Opportunity: Cost, Pricing, and Finance (CPF)
Organization: DPAP/CPF
Target Grade: GS-11 or above

Duration of Assignment: 3 months – 1 year
Start Date: Negotiable
Location: 4800 Marck Center Drive
Suite 15D07
Alexandria, VA 22350
Coverage of travel/temporary relocation expense: Not authorized – must be covered by applicant's organization

---

To Apply: Submit the Defense Procurement Acquisition Exchange Program Application Form with current resume. Applications are preferred via e-mail but can be submitted by hard copy.
Mailing Address: OUSD(AT&L)DPAP/OPS
Attn: Jocelyn Conway
3060 Defense Pentagon
Washington, DC 20301-3060
Fax: 703-693-1142
E-mail: Jocelyn.conway@osd.mil

Background of Assignment:

Individual(s) will work directly and/or indirectly in support of re-energizing the cost and pricing function within DoD. Our goal is to enable the Department to achieve acquisition excellence in support of the warfighter by developing and implementing cost, price, and finance policies that provide for fair and reasonable contract prices, cost reimbursement, and contract financing. Assignments will also include working on issues concerning contract pricing, contract finance, contract cost analysis, and profit policy.

Project Description:

Assignments may include any of the following:

(1) **Price analysis project.** Participate as a team member of our price analysis assessment, outreach, and training.

(2) **Contract Pricing.** Work on the development and implementation of DoD policy issues, including profit policy, contract pricing reference guide, purchasing systems, estimating systems, nonrecurring costs, FMS offsets, TINA, commercial item pricing, GSA schedule pricing, and pricing of services.

(3) **Contract cost.** Work on the development and implementation of DoD policy issues, including cost Principles (FAR Part 31), Defense Base Act, Compensation Costs, IR&D/B&P, Restructuring Costs, Voluntary Refunds, Public Law 85-804, Extraordinary Relief, and Recovery Auditing, Cost Accounting Standards (CAS) Issues, Material Management and Accounting Systems (MMAS), Insurance/Pensions, Other Transactions – Audit Policy, Access to Records, and Overhead/Indirect Cost Issues, and contract closeout issues.

(4) **Contract Finance.** Work on the development and implementation of DoD policy issues, including Progress Payments, Performance Based Payments, Advance Payments, Guaranteed Loans, Contract funding, and Contract Debt.

Benefit of the assignment: An opportunity to:

- Make a difference and improve the contract cost, pricing, and finance function within DoD.
- Interact with senior officials in the Department and the Federal Government.
- Develop a thorough knowledge of the senior level policymaking and implementation, as well as an opportunity to obtain insight into the cost, pricing, and finance policies of DoD and the Federal Government.
- Promote new and different perspectives into senior procurement policy making, while engaging in a career-broadening experience.

Job Requirements: Individual(s) should:

- Have the ability to work in a team and communicate effectively, both orally and in writing.
- Have initiative and ability to work independently.
- Have strong organizational and analytical abilities.
- Be able to view issues from different perspectives.
- Be able to implement new ideas and processes effectively.

Defense Procurement and Acquisition Policy
Acquisition Exchange Program

Project Description #5

Opportunity: Federal Procurement Data System – Next Generation (FPDS-NG) Projects
Organization: DPAP/PDI
Target Grade: GS-11 or above

Duration of Assignment: 3 months – 1 year
Start Date: Negotiable
Location: 1401 Wilson Blvd
Room 801
Rosslyn, Virginia 22209
Coverage of travel/temporary relocation expense: Not authorized – must be covered by applicant's organization

---

To Apply: Submit the Defense Procurement Acquisition Exchange Program Application Form with current resume. Applications are preferred via e-mail but can be submitted by hard copy.
Mailing Address: OUSD(AT&L)DPAP/OPS
Attn: Jocelyn Conway
3060 Defense Pentagon
Washington, DC 20301-3060
Fax: 703-693-1142
E-mail: Jocelyn.conway@osd.mil

Background of Assignment:

Individual(s) will work directly and/or indirectly in support of the Department's transition to the FPDS-NG. Assignments will involve participation in program reviews, testing, and analysis with the primary focus being on procurement policy implications associated with the transition. Individual(s) will interface with senior procurement officials from the Department of Defense, Civilian Agencies and OFPP.

Project Description:
Assignments may include any of the following:

(1) Support to the DPAP Liaison to BTA for e-biz systems with primary focus on the Department's transition to the FPDS-NG.

(2) Support to DPAP Policy to ensure system design and proposed validation edits are consistent with requirements of policy/law and to develop necessary policy and guidance when there are policy implications.

(3) Develop ad hoc reports for various known or expected reporting requirements.

(4) Review legislation derived from the DoD's Appropriation and Authorization Act to determine if changes are required to FPDS or if standard/ad hoc reports are required.

(5) Draft DFARS or PGI changes, as may be needed.

Benefit of the assignment: An opportunity to:

- Make a difference and improve acquisition policies, processes, and procedures.
- Interact with senior officials in the Department and the Federal Government.
- Develop a thorough knowledge of the senior level policymaking and implementation, as well as an opportunity to participate in the policy process.
- Promote new and different perspectives into senior procurement policy making, while engaging in a career-broadening experience.

Job Requirements: Individual(s) should:

- Have a basic understanding of the DD 350 and FPDS-NG systems.
- Have a strong contracting background and analytical abilities.
- Have the ability to work in a team and communicate effectively, both orally and in writing.
- Have initiative and ability to work independently.
- Be able to view issues from different perspectives.

Defense Procurement and Acquisition Policy
Acquisition Exchange Program

Project Description #6

Opportunity: Program Acquisition and Strategic Sourcing
Organization: DPAP/PASS
Target Grade: GS-11 or above

Duration of Assignment: 3 months – 1 year
Start Date: Negotiable
Location: 5E581, the Pentagon

Coverage of travel/temporary relocation expense: Not authorized – must be covered by applicant's organization

---

To Apply: Submit the Defense Procurement Acquisition Exchange Program Application Form with current resume. Applications are preferred via e-mail but can be submitted by hard copy.

Mailing Address: OUSD(AT&L)DPAP/OPS
Attn: Jocelyn Conway
3060 Defense Pentagon
Washington, DC 20301-3060

Fax: 703-693-1142
E-mail: jocelyn.conway@osd.mil

Background of Assignment:

As the Department of Defense (DoD) works toward meeting its missions and goals, it is essential to continually look for innovative and effective means to support the warfighter. Strategic sourcing is a proven best practice and represents DoD's preferred approach to acquiring goods and services. Sourcing strategically involves assessing current spend patterns, market analysis, forecasting, developing sourcing strategies, and supplier relationship management.

DoD's success in changing from tactical to strategic sourcing rests on the capability to collaborate across many contracting activities that acquire the same or like commodities. An excellence is achieved by employing multi-functional teams to develop accurate, actionable requirement packages, and coordinating requirements and funding across contracting activities that result in contracts that benefit the entire DoD enterprise and not a single activity.

Project Description:

The candidate shall support the Strategic Sourcing office in the Defense Procurement, Acquisition Policy, and Strategic Sourcing Directorate to further the development and

implementation of an enterprise-wide approach to strategic sourcing. The candidate shall provide supply change management knowledge and experience to facilitate transformation from current approaches of sourcing goods and services. The candidate shall assist with this transformation by supporting Department-wide strategic sourcing initiatives and conducting associated studies and analyses. The candidate will review, summarize and assess current and alternative strategic sourcing strategies, policies, program/activities and initiatives.

Benefit of the assignment: Opportunity to:

- Learn about the application of strategic sourcing and primarily, the importance of spend analysis for planning sourcing strategies.
- Interact with and learn from senior officials in DoD and across the Federal Government.
- Participate in the development of a new DoD initiative as part of a dynamic team, learning what is necessary to implement and integrate an entirely new program.
- Collaborate with prime Defense suppliers and small businesses, learning to address the unique issues of both ends of the spectrum.
- Gain a thorough knowledge of the senior level policymaking process, as well as an opportunity to participate in the implementation of that policy.
- Formulate strategies and promote different perspectives into the design and implementation of new policies.
- Engage in an overall career-broadening experience.

Job Requirements: Individual(s) should:

- Have knowledge of contracting rules and procedures.
- Have a basic understanding of the FPDS-NG systems.
- Have the ability to communicate effectively, both orally and in writing.
- Have initiative and ability to work independently and as a team leader.
- Have strong organizational and analytical abilities.
- Be able to view issues from different perspectives.
- Be able to implement new ideas and processes effectively.

Defense Procurement and Acquisition Policy
Acquisition Exchange Program

Project Description #7

Opportunity: External Customer Support Projects (Variety dependent on time of year)
Organization: OUSD(AT&L)ARA/ECS
(Acquisition Resources and Analysis/External Customer Support Division)
Posting Date:
Closing Date of Announcement:
Target Grade: GS-12 or above

Duration of Assignment: 3 months – 1 year
Start Date: Negotiable
Location: 3020 Defense Pentagon (Room 3C949A)
Washington, DC 20301-3020

Coverage of travel/temporary relocation expense: Not authorized – must be covered by applicant's organization

---

Agency Contact:
Name: Jocelyn Conway
Phone: 703-695-7147
E-mail: jocelyn.conway@osd.mil

To Apply: Submit the Defense Procurement Acquisition Exchange Program Application Form with current resume. Applications are preferred via e-mail but can be submitted by hard copy.
Mailing Address: OUSD(AT&L)DPAP/OPS
Attn: Jocelyn Conway
3060 Defense Pentagon
Room 3B855
Washington, DC 20301-3060
Fax: 703-693-1142
E-mail: Jocelyn.conway@osd.mil

Background of Assignment:
The mission of the Acquisition Resources and Analysis Department is to coordinate defense acquisition and technology planning, programming, and budgeting process activities, acquisition process policy and oversight, Congressional actions, office automation activities, and Office of the Secretary of Defense Studies and Federally Funded Research and Development Center (FFRDC program management).

The External Customer Support Division provides customer-focused services to the key leaders in the Office of the Secretary of Defense and the defense acquisition, technology and logistics community on legislative activities; to include Budget Rollout, Congressional hearings including witness testimony and associated questions and answers, proposed legislation, positions on AT&L matters to Congress, Congressional inquiries, reports to

Congress, interagency matters, GAO/IG reviews; foreign scientist waivers, and other mission critical assignments.
Individual(s) will work directly in providing these services. Individual(s) will interface with all internal USD(AT&L) organizations as well as external organizations such as the DoD Comptroller, the Office of Legislative Counsel, Legislative Affairs, DoD IG, etc.

Project Description:
Assignments may include any of the following:

(1) Interaction with senior executives in the Department of Defense, leaders in the legislative branch, and a variety of counterparts in internal and external organizations.
(2) Research issues, develop recommendations, and present material in support of high-visibility mission critical acquisitions, technology and logistics programs. Provide input to Overarching Integrated Product Team Read Aheads.
(3) Review portions of the Department of Defense authorization and/or appropriation act (Congressional language) that have been "marked", or changed by Congress, and draft and coordinate "appeals" to restore statutory language or funding levels, heartburn letters, and Statements of Administration Policy.
(4) Prepare documentation and build prep books for Congressional hearings, draft written Congressional testimony, respond to questions, coordinate answers, etc as appropriate to prepare senior leadership for Congressional hearings.
(5) Conduct AT&L legislative proposal call, review and edit proposed legislation in support of the Under Secretary of Defense (AT&L) and the acquisition, technology and logistics community. Submit approved proposals to Office of Legislative Counsel and track through the Secretary of Defense staff review process, submission to the Office of Management and Budget, and White House clearance process. Maintain spreadsheet with current status for Director.
(6) Respond to high priority/mission critical tasks as they arise and respond accordingly.
(7) Other responsibilities include keeping the leadership informed and responding to Government Accounting Office (GAO)/Inspector General (IG) reviews, and scientist waivers.
(8) Participate on teams and interact with cross-functional team members on OSD staff.

Benefit of the assignment: An opportunity to:
- Make a difference and improve acquisition policies, processes, and procedures.
- Interact with senior officials in the Department and the Federal Government; gain understanding of issues and challenges at the highest levels of leadership within the Department of Defense.
- Develop insight into: 1) how budget and policy is formulated and modified within the legislative process, 2) appropriations/authorization development, 3) hearings and appeals.
- Promote new and different perspectives into senior acquisition policy making, while engaging in a career-broadening experience.

Job Requirement: Individual(s) should:
- Have the ability to work in a team and communicate effectively, both orally and in writing.

- Have initiative and ability to work independently.
- Have strong organizational and analytical abilities.
- Be able to view issues from different perspectives.
- Be able to implement new ideas and processes effectively.
- Be able to work in a high-pressure, fast-paced, dynamic environment, with extended hours when necessary.

Mentor for Project: Timothy Coy Deputy Director, External Customer Support

E-mail Address: timothy.coy@osd.mil
Phone: 703-697-6079
Fax: 703-695-7086

- Identify policy issues that inhibit effective and efficient OCS planning processes and recommend changes.

Benefit of the assignment: An opportunity to:
Interact with senior officials in the Department, Services, Combatant Commands and Combat Support Agencies. Promote different perspectives into senior planning and procurement policy making, while engaging in a career-broadening experience. Develop a thorough knowledge of operational contract support planning and policy development processes, and the skills needed to prepare and advocate policy changes to the joint operational planning and execution system and defense acquisition system.

Job Requirement: Individual(s) should:

- Have the ability to work in a team and communicate effectively, both orally and in writing.
- Have initiative and ability to work independently.
- Have strong organizational and analytical abilities.
- Be able to view issues from different perspectives.
- Be able to implement new ideas and processes effectively.
- Be able to work in a high-pressure, fast-paced, dynamic environment, with extended hours when necessary.

Mentor for Project: Peter G. Stamatopoulos CDR, SC, USN
E-mail Address: peter.stamatopoulos@js.pentagon.mil