

NCMA NEWS

San Diego Chapter



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NCMA San Diego Chapter Awarded the Gold Graalman Award!

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The NCMA-SD Board of Directors is pleased to announce that for the second year in a row, NCMA National awarded the San Diego Chapter of NCMA the **Gold Walter R. Graalman Award!** The award will be presented at the 2011 Mid Year Chapter Leadership Conference at the Mirage Hotel and Casino, Las Vegas, Nevada.

The Graalman recognizes chapters that provide the best value to members, taking into account the demographics and unique aspects of the chapter. The award is based upon the Chapter's Annual Report, which is required to be submitted in August of each year.

Upcoming NCMA-SD Events

- November 10 CART Meeting at KES
- November 17 Chapter Seminar: Cost/Price Analysis
- December 1 Chapter Board Meeting at Accenture – All Members Welcome
- December 8 CART Meeting at KES
- December 9 Chapter Social – SAVE THE DATE!
- December 9-10: Government Contract Management Conference 2010, Arlington Virginia
- January 5, 2011 Chapter Board Meeting at Accenture – Make it Your New Year's Resolution to Join Us!

President's Message

By Maurice Caskey

First, let me say that I consider it a real privilege to serve the San Diego Chapter as president for the 2010–11 program year. Your Chapter Board has planned a series of workshops and seminars that should be very informative and of great interest to a broad spectrum of both members and guests. The Board also is planning a couple of social events for this year, including an evening gathering during the holiday season.

The program year began with a well-attended seminar in September, and the October workshop was quite interesting with a special agent of the Federal Bureau of Investigation talking to us about Intellectual Property Rights and High Tech Crime. The first NCMA webinar was held in September; additional webinars are planned through the year. The webinars are free to Chapter members, with a nominal fee for guests.



One of the best membership benefits is participation in the Contract Administrators' Round Table (CART) meetings on the 3rd Wednesday of each month. The CART meetings are free to all; this is a good way to introduce potential members to the organization. You can see all of the planned events on the Chapter website.

Board meetings are open to all Chapter members. They are held the 1st Wednesday of each month at the Accenture offices in Mission Valley. The host is the Chapter's immediate past-president, Dan Chalfant. Let me use this opportunity to express my appreciation and the appreciation of the entire Board for hosting the meetings. Please let Dan know in advance if you plan to observe a Board meeting — Accenture maintains access controls on the area where the conference room is located.

Again, thank you for the confidence expressed in me by electing me as your Chapter president. Please feel free to contact me if you have any suggestions for how we can improve the Chapter. Please join me in looking forward to a great year.

Maurice Caskey, CFCM, CCCM

Federal Contractor Certification (FCC) Level I Update

By Gunnar Schalin

As reported in an earlier newsletter edition, the NCMA-SD chapter is assisting Service Disabled Veteran Owned Small Businesses (SDVOSB) to prepare themselves for future federal contracting. The Federal Contractor Certification (FCC) program is an initiative of the Department of Veterans Affairs (VA), in cooperation Defense Acquisition University (DAU), and the Procurement Technical Assistance Centers (PTAC) around the country.

In San Diego, our chapter has teamed with the local PTAC to augment their efforts. You may know our local PTAC by the name "San Diego Contracting Opportunities Center (SDCOC)". It serves the entire county as one of the economic development programs of Southwestern College/Foundation. The SDCOC is responsible for recruiting SDVOSBs into the program and enrolling them into the DAU on-line curriculum. Our chapter's role is to provide volunteer mentors that could back up the PTAC if specialized technical expertise is needed. Our chapter volunteer mentors will also be asked to facilitate a topic review prior to the final exam.

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Membership Focus – Meet Gabriel Olivas

Mr. Gabriel Olivas began his government contracting career as an intern, with the Naval Acquisition Intern Program, assigned to the Office of Naval Research, San Diego regional office (ONRSD). During his tenure at ONRSD, Mr. Olivas has performed the duties of a Contract Administrator (CA), Administrative Contracting Officer (ACO), Administrative Grants Officer (AGO), Property Administrator (PA), and as recently promoted the Regional Director of ONRSD. As a contracting professional, he has provided administrative support to non-profits and educational institutions for various R & D contracts/grants, while ensuring compliance with Federal Acquisition Regulations (FAR), Department of Defense Federal Acquisition Regulation Supplement (DFARS), Department of Defense Grant and Agreement Regulations (DoDGARs), Office of Management and Budget (OMB) circulars, NASA Handbook, and various Property Manuals. He currently serves as mediator of the Contract Administrator's Round Table (CART) meeting for National Contract Management Association (NCMA) San Diego, CA. The CART meeting provides an educational and networking bridge between public and private procurement professionals, allowing this workforce an opportunity to learn and grow from each other in a neutral, collaborative, and team-oriented environment.



Before starting his civilian career, Mr. Olivas served 20 years in the US Marine Corps. He holds a BS degree from Park University, Parkville Missouri, an MBA from the University of Phoenix and is an avid sports enthusiast.

Workshop & Seminar Fees for NCMA San Diego Chapter Board Members

By Quyen Tran

On October 6, 2010, the NCMA San Diego Chapter Board voted to provide complimentary admission to workshops and seminars for all active elected officers, committee chairs, and ex-officio members, a total of 16 individuals. This benefit will not apply for those members whose fees for luncheons and seminars are reimbursed by their employers. The main reason for the motion was that more than half of the Board members, many of whom need to attend the workshops and seminars to carry out their responsibilities to the Chapter, are not reimbursed by their employers. The Board members volunteer their personal time to this organization and should not have a financial impact to carry out their Board responsibilities. Further, it is considered appropriate to provide this small reward in recognition of their support to the Chapter by serving in these positions.

Board meetings are open to all NCMA members and are held on the first Wednesday of every month at the Accenture offices, 1615 Murray Canyon Rd. Ste 400, San Diego, CA. All are encouraged to attend—and all are encouraged to volunteer their time for Board activities.

If you have any comments regarding this benefit, please feel free to contact any Board member.

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So far our chapter has provided four volunteer mentors as follows: Maurice Caskey for “Understanding the FAR,” “Contract Terminations,” “Subcontracting,” and “Developing a Contracts QA Plan;” Ray Chalupsky for “Market Research;” Joni Shirley for “How to Read and Understand a Solicitation,” “Subcontracting,” and “Organizational Conflicts of Interest;” and Quyen Tran for “How to Read and Understand a Solicitation,” and “Introduction to Wide Area Work Flow.”

NCMA volunteer mentors are still needed in a couple of topic areas: “Types of Contracts,” “Pricing Training,” and a presenter is needed for “Developing a Contracts QA Plan.” Those volunteering to support this program will be able to access to the materials being studied by the SDVOSBs. If you are interested, or would like more information before recommending someone, please contact Ms. Trisha Ferrand at the SDCOC at (619) 285-7020 or via email at tferrand@ptac-sandiego, www.ptac-sandiego.org.

While every type of small businesses ultimately will be able to enroll in all four levels of the FCC program as they are rolled out, locally the decision was made to honor our Service Disabled Vets first and foremost. To augment the FCC program, SDVOSB participants are being invited to attend our Chapter’s monthly CART meetings. If you attend, perhaps you will be able to meet some of the fifteen that have been enrolled.

The proctored final exam is expected to be administered to the group in mid-winter. Then our chapter is planning to recognize the successful graduates at the May small business workshop. Besides volunteers, the program is looking for corporate sponsors that wish to demonstrate their support for Service Disabled Veteran small businesses and entrepreneurs. The SDCOC would appreciate any support or referrals for support.

NCMA San Diego Scholarship Program

By Quyen Tran

The NCMA San Diego Chapter website states that “[a] major part of NCMA’s mission is education. The San Diego Chapter awards scholarships to assist and encourage individuals interested in a career in contracts management.”

During Program Year 2009–2010, the San Diego Chapter awarded scholarships ranging from \$300 to \$1,000, to three individuals: Daniel Bahn, Maurice Caskey, and Jack Friery.

Daniel Bahn took four academic courses offered by SDSU Extension in its Contract Management Certification Program. Following the application process described on the Chapter’s website, Daniel wrote an essay on “Principles of Acquisition and Contract Management,” submitted a cover letter that addressed his commitment to the contract management field, identified general qualities and accomplishments, provided copies of his receipts for course payment, and a letter of reference.

Jack Friery and Maurice Caskey were awarded scholarships to reimburse the costs of successfully taking the NCMA Certified Commercial Contract Manager (CCCM) and Certified Federal Contract Manager (CFCM) examinations. Jack wrote an essay on his motivations to obtain the CCCM & CFCM certification, while Maurice wrote an essay on “A Manager’s Perspective” as to how to evaluate an employee’s professional qualification through obtaining the CCCM & CFCM designations. You can read both of these essays at the NCMA San Diego Chapter website (<http://ncmasd.org/>) under the Education tab.

The San Diego Chapter’s budget for the 2010–2011 program year includes \$2,000 for the scholarship program. Everyone who qualifies for a scholarship is encouraged to apply. For additional information and on eligibility and instructions on applying for a scholarship, please visit <http://www.ncmasd.org/education/scholarships.html>.

September Starts Seminar Series

By Maurice Caskey

The NCMA San Diego Chapter started the 2010–11 program year with a highly successful seminar, *Contract Terms & Conditions, Subcontract and PO Flow-downs*, on September 22, 2010. The topic was highly interesting, with 82 in attendance to hear panel members **James Southerland**, President of Contracts Advisory Services, **Stephen Purcell**, Senior Contracts Manager-Global Accounts with ViaSat, Inc., and **Stephen Hill**, Supply Chain Manager with Cobham Composites, share their real-world experience in subcontracting in a Federal government procurement environment.

The panel members provided the statutory requirements and regulatory framework that drive mandatory flow-down of provisions in sub-tier procurements such as subcontracts and purchase orders (POs). They then described the inclusion of various provision of the Federal Acquisition Regulation (FAR) and the supplements issued by the various agencies (*e.g.*, the Defense FAR Supplement (DFARS)). They pointed out that it is not appropriate to flow down all of the FAR and DFARS provisions that are included in a prime contract. Some provisions must be included under the regulations, some should be included as a good business practice on the part of the prime contractor and some should not be included in sub-tier procurements. The prime contractor also needs to take heed of the type procurement at the sub-tier, which is not necessarily the same type as the prime contract (*e.g.*, a fixed price PO under a flexibly priced contract).


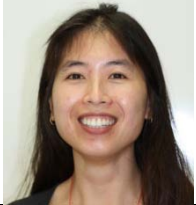





The panel members pointed out the need for each tier in the procurement process to be attentive to those flow-down provisions it should accept from the next higher tier and those that it should flow down to the next lower tier. The need to control risk clearly must be considered when developing flow-down provisions. Failure to include such things as the termination for convenience provisions, while not a mandatory flow-down, introduces significant risk to a prime contractor that subsequently receives a termination for convenience notice from the government. Similarly, a subcontractor that accepts onerous provisions that are not mandatory takes on risk that need not be part of the contractual arrangement. In either case, both the prime and subcontractors should be aware of the need to tailor provisions to the specific situation.

The visual material for this seminar, as with most of the seminars and workshops presented by the San Diego Chapter, can be seen on the Chapter website at <http://ncmasd.org/presentations20092010.html>.

Seminars such as this one are the only source of funding for the San Diego Chapter. All of your annual dues are retained by NCMA Headquarters. Therefore, some NCMA chapters charge a chapter membership fee in addition to the annual dues. The income from seminars typically exceeds the cost, which provides funding for the Chapter to provide member benefits. This includes the scholarship program and offering NCMA webinars and the monthly Chapter CART meetings at no additional cost to Chapter members.

2010 – 2011 NCMA-SD Board of Directors

Board of Directors

Position	Officer	Email	
President	Maurice Caskey	scracer@flash.net	
Vice President	Quyên Tran	Quyên.Tran@morphodetection.com	
Treasurer	Mark Cook	mark@kes.com	
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Education	Theresa Robinson Harris	trobenson@reconenvironmental.com	

Committee Chairpersons

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College Outreach	Ken Adam	kenadam.adam6@gmail.com
CART Meetings	Gabe Olivas	gabe.olivas@navy.mil
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