

## Case Study for Acquisition Measurement – to be used with PSM courses

### Purpose of Case Study

Illustrate

- Application of the PSM process to acquisition measurement
- Utility of acquisition measurement to the acquisition program office

### Objectives of Workshop

Obtain material to be used in constructing draft case study

- Based on actual experiences and lessons learned
- Relevant to key acquisition program office information needs

Desired outcomes/workshop products:

- Skeleton / key components of case study “story”
- Information needs with initial scan through ICM table & selection of candidate measures

### Necessary Expertise for Successful Workshop

Individuals with systems/software acquisition experience

Individuals with experience applying measurement to systems and software

### Workshop Segments

1. **Introduction:** Purpose, objectives, desired outcomes, overview of workshop elements and time blocks/schedule, acquisition time frame the workshop covers
2. **Acquirer technical requirements and RFP preparation (development and review):** Story and info needs brainstorm.
3. **Cost and schedule estimation:** Story and info needs brainstorm.
4. **Acquisition program office work effectiveness and efficiency:** Story and info needs brainstorm.
5. *<if time – can defer until after workshop: roles and responsibilities>*
6. **Wrap-up and next steps**

**Sample Plan**

~ Time	Focus
1:30-2:00	<p>Present purpose of workshop and an <i>overview</i> of basic elements to be covered, including:</p> <ul style="list-style-type: none"> <li>Note that last year we released a paper on acquisition measurement – define acquisition measurement (lens on the acquisition program office).</li> <li>Explain why we want to build the case study – what its intended purposes are <ul style="list-style-type: none"> <li>Illustrate the application of PSM to acq measurement</li> <li>Demonstrate the utility of acq measurement to the program office</li> <li>Use as one of the case study options for PSM courses offered publicly, by transition organizations, for DAU, etc.</li> </ul> </li> <li>Identify the key elements of the case study and our agenda for the remainder of the workshop <ul style="list-style-type: none"> <li>The “story” – The case study will be a story that we use to illustrate three key threads for which the acquisition program office is responsible: <ul style="list-style-type: none"> <li>cost/schedule estimates</li> <li>technical requirements and RFP development</li> <li>internal work effectiveness/efficiency</li> </ul> </li> </ul> </li> </ul> <p>Begin with the Scenario descriptions in the acq measurement paper and incorporate cost/schedule information needs.</p> <ul style="list-style-type: none"> <li>Time frame for the case study: Starts when project is beginning to prepare the RFP and ends with the release of the RFP package. <ul style="list-style-type: none"> <li>Consider adding a part 2 and part 3 later. Part 2 would address receipt of proposals through source selection and award. Part 3 would address project monitoring including earned value and other acquisition focused measures.</li> </ul> </li> <li>Introduce key information needs the case study will be designed to illustrate (post these in the room so that the workshop participants remember what they are).</li> <li>Roles and responsibilities – these can possibly be deferred and added after the workshop unless it makes sense to do it during the workshop.</li> </ul>
2:00-2:15	<b>Technical Requirements and RFP Development &amp; Review</b>
2:15-2:45	15 minutes: Brainstorm story elements based on real experiences to illustrate info needs
2:45-3:00	30 minutes: Information needs – questions – measures & are they useful?*
	Break
3:00-3:15	<b>Cost and Schedule Estimation</b>
3:15-3:45	15 minutes: Brainstorm story elements based on real experiences to illustrate info needs
3:45-4:00	30 minutes: Information needs – questions – measures & are they useful?*
	Break
4:00-4:15	<b>Additional Topic Areas</b>
4:15-4:45	15 minutes: Brainstorm story elements based on real experiences to illustrate info needs
	30 minutes: Information needs – questions – measures & are they useful?*
4:45-5:00	Wrap up, next steps, revisit any topics tabled earlier

\*From the story, select issues to highlight and follow the info needs thread for these issues.

## **Overarching plans**

**Case Study Part 1:** What we are planning to start at the User's Group – contract preparation and RFP release acquisition program activities.

**Case Study Part 2:** Source selection and pre-contract award acquisition program activities.

**Case Study Part 3:** One year after contract award – track the top 2 or 3 info needs & what happens over the course of the year. Examples: major revision or major problem – how we would use the data and measurement process to successfully navigate these situations (make informed decisions).

**Consider:** How to show both acquisition measurement AND the work of the program office to get measures on contract and use the delivered measurement data (both are relevant) without causing confusion. Actually, this may help reduce confusion, if done right.