

U.S. Department of Energy - Oak Ridge Office
Human Capital Assessment Group
Training Course Bulletin

Course Name: Clarifying Contract Management Roles and Responsibilities

Course Number: 001868

Session Number: 0014

Description: This one-day course will examine the recommended and other approaches to completing contract modifications. The attendees will participate in discussions that highlight the value to the project manager/project management of defining the work and completing a cost estimate in advance of engaging the contractor.

The following topics will be discussed:

- Requirements for an “acceptable” modification
- Roles & responsibilities
- Approaches to modifying the contract (process, pros and cons evaluations)
- Execution of modifications
- Contractor proposal requirements
- “What can possibly go wrong” in a contract modification

Audience: Environmental Management Federal Employees

Vendor: HQ/Project Time and Cost, Inc.

Instructor: Mike Sullivan

Date(s): August 25, 2009

Time: 8:30 a.m. - 5:00 p.m.

Location: Building 2714, Room G-6

Slots: 20

Cost: No Cost

To register:

Federal employees should access the HCAG homepage and forward a completed electronic Training Request Form <http://www.ornl.gov/tdd/tddreq.htm>.

For additional information, call (865) 576-1082.

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