



Acquisition Support Material



Purpose

Develop Acquisition Support Material to assist in the preparation of a Statement of Work (SOW) for the acquisition, development and life-cycle management of integrated data used in technical publications and interactive multimedia instructional products.

Accomplishments

- Developed a SOW template that supports individual community requirements.
- The SOW is provided along with a series of Contract Data Requirements List (CDRL) items that can be used in association with the SOW.

Lessons Learned

- Acquisition Support Material must be reviewed by cross functional team representing the acquisition, technical, and training community.

Implementation Gaps / Transition Needs

- Identify and define a cross functional team when preparing acquisition support material.
- Continue to standardize template to support acquisition requirements and community needs.