

**Exhibit 1: Training Sources for  
Contracting Officers' Representatives**

<b>Vendor</b>	<b>Available Courses</b>
<p><u>Defense Acquisition University</u> 9820 Belvoir Road Fort Belvoir VA 22060-5565 (866) 568-6924 <a href="mailto:dauhhelp@dau.mil">dauhhelp@dau.mil</a></p>	<p><b><i>Free Online Classes from DAU</i></b> <a href="https://learn.dau.mil/html/clc/Clc.jsp">https://learn.dau.mil/html/clc/Clc.jsp</a></p> <p>CLB 007, COST ANALYSIS (3.5 CLPs) CLB 012, COST AS AN INDEPENDENT VARIABLE (1 CLP) CLB 017, PERFORMANCE MEASURE BASELINE (1 CLP) CLB 019, ESTIMATE AT COMPLETION (1 CLP) CLC 003, SEALED BIDDING (2 CLPs) CLC 004, MARKET RESEARCH (3 CLPs) CLC 005, SIMPLIFIED ACQUISITION PROCEDURES (2 CLPs) CLC 006, CONTRACT TERMINATION (2 CLPs) CLC 007, CONTRACT SOURCE SELECTION (1 CLP) CLC 008, INDIRECT COSTS (1 CLP) CLC 009, SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS PROGRAM (1 CLP) CLC 010, PROPER USE OF NON-DOD CONTRACTS (1 CLP) CLC 011, CONTRACTING FOR THE REST OF US (2 CLPs) CLC 013, PERFORMANCE-BASED SERVICES (6 CLPs) CLC 018, CONTRACTUAL INCENTIVES (3 CLPs) CLC 023, COMMERCIAL ITEM DETERMINATION, EXECUTIVE OVERVIEW (.5 CLP) CLC 027, BUY AMERICAN ACT (3 CLPs) CLC 042, PREDICTIVE ANALYSIS AND QUALITY ASSURANCE (1 CLP) CLC 104, ANALYZING PROFIT OR FEE (1 CLP) CLC 106, COR WITH A MISSION FOCUS (8 CLPs) CLE 001, VALUE ENGINEERING (3 CLPs) CLE 003, TECHNICAL REVIEW (3 CLPs) CLM 003, ETHICS (1.5 CLPs) CLM 012, SCHEDULING (12 CLPs) CLM 013, WORK BREAKDOWN STRUCTURE (6 CLPs) CLM 014, IPT MANAGEMENT &amp; LEADERSHIP (8 CLPs) CLM 016, COST ESTIMATING (8 CLPs) CLM 023 JAVITS-WAGNER-O'DAY TUTORIAL (1 CLP) CLM 024, CONTRACTING OVERVIEW (8 CLPs) CLM 035, ENVIRONMENTAL SAFETY AND OCCUPATIONAL HEALTH (4 CLPs) CON 110, MISSION SUPPORT PLANNING (40 CLPs) CON 111, MISSION STRATEGY EXECUTION (40 CLPs) CON 112, MISSION PERFORMANCE ASSESSMENT (40 CLPs) FAC 003, HUBZONE CONTRACTING – HISTORICAL</p>

<u>Vendor</u>	Available Courses
	<p>OVERVIEW (.5 CLP) FAC 008, COMPETITION IN CONTRACTING ACT (1 CLP) FAC 009, SET-ASIDES FOR SMALL BUSINESS (.5 CLP)</p> <ol style="list-style-type: none"><li>1. Click on the DAU link: <a href="http://www.dau.mil">http://www.dau.mil</a></li><li>2. Click on 'Continuous Learning' on the left-hand side of the home page.</li><li>3. Choose to register for continuous learning modules.</li><li>4. Select your organization type from the list on the next page.</li><li>5. Follow the instructions given for your organization or click on the highlighted bubble/button link in the upper right corner labeled: 'DAU continuous learning – click here'.</li><li>6. Follow the registration instructions.</li></ol>

Additional Vendors	Other Class Options:
Management Concepts Incorporated 8230 Leesburg Pike, Suite 800 Vienna, VA 22182 (703) 790-9595 info@mgmtconcepts.com	COR Course (40 hours) COR/Contracting Officer's Technical Representative (COTR) Refresher (8 hours) Writing Performance-Work Statements (24 hours) Cost Estimating for Technical Personnel (24 hours)
Houseman & Associates Washington D.C. area (703) 690-4105 dhouseman@his.com	Contract Management for COTRs (24 hours) Contracting for COTRs (40 hours) Task Manager Training (16 hours) Federal Contracting Basics (24 hours) COTR Managers (8 hours) Performance-based Work Statements (24 hours)
<b>Department of Interior</b> DOI University - Departmental Learning Centers <ul style="list-style-type: none"> <li>⌚ Albuquerque, NM</li> <li>⌚ Anchorage, AK</li> <li>⌚ Denver, CO</li> <li>⌚ Fairbanks, AK</li> <li>⌚ Golden, CO</li> <li>⌚ Reston, VA</li> <li>⌚ Sacramento, CA</li> <li>⌚ Seattle, WA</li> <li>⌚ Washington, DC</li> </ul> DOIUonline@nbc.gov	Contracting Officer's Representative Course CORs/COTRs Basic Certification (40 hours) COR/COTR Refresher (8 hours)
George Washington University ESI International 4301 Fairfax Drive, Suite 800 Arlington, VA 22203 (703) 558-3000 (Press 2) info-reg@esi-intl.com	The COR and COTR Training Program (24 hours) Contracting for Project Managers (24 hours) Performance-Based Service Contracting (24 hours) Writing Statements of Work: The Heart of Any Contract (24 hours)
J&K Associates, Inc. 607 Otterbein Ave. Dayton, Ohio 45406-4507 (800) 706-6242	COR/COTR Training (Initial) (40 hours) COR/COTR Training (Refresher) (8 hours)
Northwest Procurement Institute, Inc. P.O. Box 1328 Edmonds, WA 98020 (425) 776-0414 npi@npi-training.com	COR/COTR Certification Course (40 hours) Level I - COR/COTR Inspector Workshop (24 hours) Level II - COR/COTR - Workshop (24 hours) Level III - COR/COTR Seminar (16 or 24 hours) COR/COTR Refresher Seminar (8 or 16 hours)

Additional Vendors	Other Class Options:
Treasury Acquisition Institute IRS Constellation Centre 6009 Oxon Hill Road Oxon Hill, Maryland 20745 (202) 283-1292	COTR Training (40 hours)
US Army Logistics Management College (ALMC) 2401 Quarters Road Fort Lee , VA 23801-1705 (804) 765-0007	COR course (40 hours)
USDA Graduate School <a href="http://www.grad.usda.gov/acqi">www.grad.usda.gov/acqi</a> Customer Service Center 600 Maryland Ave., SW, Suite 120 Washington, DC 20024-2520 (888) 744-GRAD FAX: (866)FAX-GRAD <a href="mailto:customerservicecenter@grad.usda.gov">customerservicecenter@grad.usda.gov</a>	Contracting Basics for COTRs (24 hours) Comprehensive COTR Workshop (40 hours) COTR Refresher (8 hours)
ESI International <a href="http://www.esi-intl.com">www.esi-intl.com</a>	Both 40-hour basic and 8-hour refresher courses are available at various locations.

**SUMMARY OF TRAINING REQUIREMENTS:**

- **Initial qualification: 40 hours credit.** (Classroom training preferred).
- **Refresher training: 40 Continuous Learning Points (CLP)** every 2 years after initial qualification. (May include any combination of classroom and on-line courses, video tape, CD/DVD, and other qualifying professional activities such as teaching, mentoring, conference presentations & attendance, written papers, etc.)
- **Construction Project CORs:** Anyone serving as a COR on construction projects must complete the Service's Construction Safety Awareness course (FWS – SAF4000; 4 hours on-line) which may be found at <http://doilearn.doi.gov>. This requirement is in addition to the initial 40-hour qualification requirement, but it will count toward the 40 CLP requirement for COR refresher training. And credit will be given if the course was completed in the 2 years prior to initial COR certification.
- **SPECIAL NOTE:** No course may be repeated for COR credit within a 4-year period.