



CUI
DEFENSE CONTRACT MANAGEMENT AGENCY
3901 A AVENUE, BUILDING 10500
FORT LEE, VA 23801-1809

[Date]

MEMORANDUM FOR [title, e.g., ADMINISTRATIVE CONTRACTING OFFICER],
[name]

SUBJECT: BP1 – Attachment B for contracts \$100M or greater - Earned Value Management System (EVMS) Plan Assessment for [contractor name, location]

Per your request on [date of request], the DCMA EVMS Center reviewed [contractor name]'s EVMS plan submitted in response to the [proposal name and solicitation number]. The plan was assessed to determine its compliance with DFARS 252.234-7001. The submitted EVMS plan dated [plan date] is considered [acceptable/not acceptable].

For each applicable DFARS 252.234-7001 requirement, an assessment of the [contractor name] EVMS plan follows:

- (i) The plan shall—
- (A) Describe the EVMS the offeror intends to use in performance of the contract, and how the proposed EVMS complies with the EVMS guidelines in EIA-748

[Contractor name]'s plan states [In one or two paragraphs provide details of their proposal to support this requirement, e.g. "KTR X states they have an established, compliant EVMS and have utilized it on many programs, specifically citing its use on the PROGRAM A and PROGRAM B programs." Also provide details about how the EVMS complies with the EIA-748 guidelines]. Since [contractor name] has [provide rationale for rating], this section is rated as a [high/moderate/low] risk.

Controlled by: DCMA Controlled by: PIX[X]– EVMS Center CUI Category: General Procurement and Acquisition, General Proprietary Business Information Distribution/Dissemination Control: [FED only/ FEDCON] POC: [Originating DCMA Office or person name, telephone, and email]
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- (B) Distinguish between the offeror's existing management system and modifications proposed to meet the EVMS guidelines;

[Contractor name]'s plan states [In one or two paragraphs provide details of the contractor's proposal to support the EIA-748 requirements, including any staffing, IT toolsets, etc.

Determine any concerns with the level of detail/gaps in the provided information, e.g., "The plan does not describe the modifications required for their subcontractors to meet the DFARS requirement."] Since [contractor name] has [provide rationale for rating], this section is rated as a [high/moderate/low] risk.

- (C) Describe the management system and its application in terms of the EVMS guidelines;

The plan goes into [significant/sufficient/insufficient] detail to describe the management system at [contractor name]. **[In one or two paragraphs provide details of the contractor's management system and its application. Identify any concerns with the level of detail/gaps in the provided information, and provide examples as reference.]**

The plan does an [excellent/adequate/inadequate] job of addressing the management system and its application in terms of the EVMS. This section is rated as a [high/moderate/low] risk

- (D) Describe the proposed procedure for administration of the EVMS guidelines as applied to subcontractors

The plan provides [detailed/adequate/inadequate] information on the EVMS of [contractor name]'s subcontractors. **[In one or two paragraphs provide details of the contractor's proposed procedure. Identify any concerns with the level of detail/gaps in the provided information, and provide examples as reference.]**

This section is rated as a [high/moderate/low] risk.

- (E) Describe the process the offeror will use to determine subcontractor compliance with EIA-748.

[In one paragraph provide details of how the contractor will assess subcontractor compliance. Reference the section of the proposal, and identify any concerns with the level of detail/gaps in the provided information.] This section is rated as a [high/moderate/low] risk.

- (ii) The offeror's EVMS plan must provide milestones that indicate when the offeror anticipates that the EVMS will be compliant with the guidelines in EIA-748.

[In one short paragraph summarize the details of the compliance schedule, and assess the practicality of the timeline.] This section is rated as a **[high/moderate/low]** risk.

[If there is any additional information that has not been captured above, but impacts your assessment of the risk, state it here in one short paragraph, i.e. EVMS experience, use of consultants, etc; otherwise, leave this blank]

Overall, the **[contractor name]** EVMS Plan **[adequately/does not adequately]** addresses the DFARS EVMS requirement and is considered **[acceptable/unacceptable]**. **[Contractor name]** has demonstrated **[sufficient/insufficient]** EVMS compliance knowledge in their response.

Accordingly, we assess their plan as **[high/moderate/low]** risk towards a successful implementation if selected.

Please contact the undersigned at **[group. lead@mail.mil]** or **[(xxx) xxx-xxxx]** if you have any questions concerning this assessment.

[Group Lead Name]
[Group name] EVMS Group Lead
DCMA Portfolio Management & Business
Integration

CC:
Ms. Donna Holden, Director, DCMA-PIX