

CCH®  
Government Contracts  
Resources  
2011 Catalog



Wolters Kluwer  
Law & Business

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# The 2011 Catalog of Government Contracts Resources from CCH

The professional's first choice  
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Law & Business

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### Two Trusted Names – One Practical Approach

Federal Contracts Training Center (FCTC) provides an unparalleled curriculum of concise, comprehensive training seminars for contracting, accounting, pricing, and auditing professionals in both government and industry.

Featuring updated topics, additional instructors, and new CCH publications by Gregory A. Garrett, FCTC combines decades of experience from Navigant's Govern-

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- Cost Realism
- FAR Basics & Beyond

- Fundamentals of Earned Value Management (EVM)
- Fundamentals of Government Contracting
- Government Contract Audits and Compliance
- Government Contract Cost Accounting
- Internal Control Audit Planning Summary (ICAPS)
- Managing Subcontracts
- Preparing Performance Work Statements and Statements of Work
- Preparing Incurred Cost Proposals
- Solicitations, Bids, Proposals, and Source Selection
- Time & Materials Contracts and Pricing
- Winning Bid Protests
- Winning More Business

For current dates, descriptions, and locations, please visit [www.FCTCenter.com](http://www.FCTCenter.com) or call **888-300-8201**.

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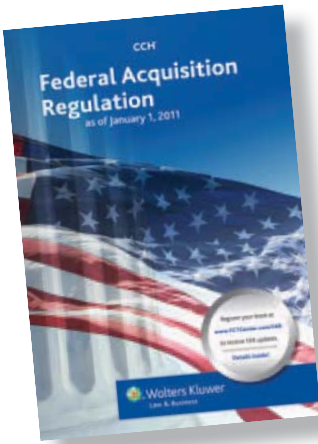
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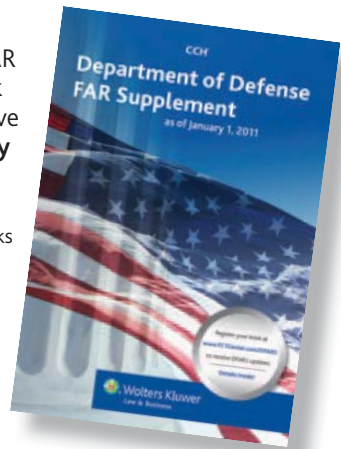


Federal Contracts Training Center (FCTC) is approved by the National Contract Management Association (NCMA) as an Education Partner. To increase the depth and breadth of learning opportunities for its members, NCMA has entered into this formal partnership with leading training and education providers. FCTC courses have been approved for CPE credit toward NCMA certification and re-certification.

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Register your FAR or DFARS book online and receive **complimentary updates** electronically  
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Essential for doing business with the government, this comprehensive reference is the leading source for the current FAR. Updated each January and July, the January 2011 edition includes Federal Acquisition Circulars through 2005-48 plus all of the final and interim rule changes and technical amendments.

The book provides:

- All Title 48, Chapter 1 regulations for doing business with the federal government
- Listing of sources of its materials, dates of issuance and effective date of each section change made since the initial text was published in the Federal Register in 1983
- Topical Index
- Detailed table of contents
- Thumb marks for locating sub-chapter headings

Softcover, 2,096 pages, \$86  
FAR as of January 1, 2011, #04513401

Available mid-year:  
FAR as of July 1, 2011, #04503401, \$86

(Mid-year edition will include all changes through 6/30/11)

## Department of Defense FAR Supplement (DFARS)

This volume provides all current policies and procedures supplementing the FAR that apply to contracting with the Offices of the Secretary of Defense, the Departments of the Army, Navy, and Air Force, the Defense Logistics Agency and other defense agencies. It includes all final rules, interim rules and technical amendments.

- All Title 48, Chapter 2 regulations
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- Thumb marks for locating sub-chapter headings

Softcover, 1,400 pages, \$81  
DFARS as of January 1, 2011  
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## Cost Accounting Standards Board Regulations

Reproduces all Title 48, Chapter 99 regulations issued by the Cost Accounting Standards Board. This book is updated annually. Included are:

- Rules for estimating, accumulating and reporting costs under applicable negotiated government contracts
- Rules that apply to both defense and civilian contracts. Compliance or noncompliance will have a direct bearing on a contractor's recovery of costs.
- Topical index
- Detailed table of contents

Softcover, 264 pages, \$44  
#04525501



## General Services Administration Acquisition Manual

CCH Editorial Staff

Find the complete text of the General Services Acquisition Regulation (48 CFR 500-599) and related agency guidance in a fully integrated format that follows the numbering system of the Code of Federal Regulations. This book covers GSAM Sub-chapters A through I including:

- Competition and Acquisition Planning
- Contracting Methods and Contract Types
- General Contracting Requirements
- Contract Management
- Clauses and Forms
- Special Contracting Programs
- Plus much more!

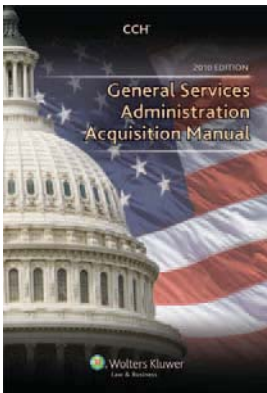
The regulatory content follows the format used by the GSA by shading GSAR content to help users easily identify and distinguish it from the agency's policy material. A comprehensive index is also provided.

2010 Softcover, 514 pages, pub. 2010, #04682401, \$65

2011 Softcover, approximately 520 pages, pub. June 2011, #04505401, \$67

FAR & GSAM Combo, FAR as of January 2011 and GSAM as of June 2010 #04522401, \$122.00

FAR & GSAM Combo, FAR as of July 2011 and GSAM as of June 2011 #04498401, \$122.00



## The Government Contracts Reference Book: A Comprehensive Guide to the Language of Procurement (3rd Edition)

Ralph C. Nash Jr., Steven L. Schooner, Karen R. O'Brien-DeBakey, Vernon J. Edwards

Written by experts with decades of experience, *The Government Contracts Reference Book* provides clear, up-to-date explanations of both general and agency-specific terms, followed by a summary of where each term is used in the statutes or regulations.

*The Government Contracts Reference Book* includes:

- Definitions for more than 1500 terms
- Current citations to the FAR and various FAR supplements, as well as pertinent statutes and case law
- References to over 50 texts, articles from more than 30 periodicals, and many other documents issued by both government and private industry
- Web and Internet addresses for dozens of government resources
- Cross-references provided in ALL CAPS for ease of use

Hardcover, 650 pages, pub. 2007, \$75 #04753201

Softcover, 587 pages, pub. 2007, \$60 #04752201



3rd Edition!



## Intellectual Property in Government Contracts (6th Edition)

by Ralph C. Nash, Jr.  
and Leonard Rawicz

With ongoing controversies over government policies for intellectual property used in the performance of a government contract, failure to comply can lead to serious consequences including loss of a patent or other intellectual property.

*Intellectual Property in Government Contracts*, 6th Edition, clearly explains the substantive issues in this critical area of contracting, including the changes made to FAR Part 27—Patents, Data and Copyrights and the Bayh-Dole Act, plus Executive Order 12591, FAR 52.227, DFARS Part 227.71 and much more.

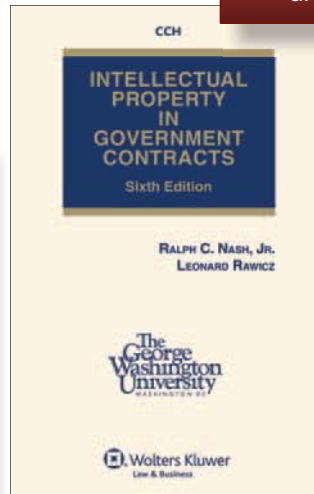
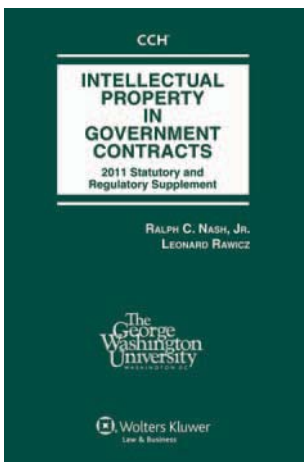
This book includes the steps needed to segregate and protect private work from government work—even during continued research activities. And there are also discussions on contractor remedies, the advantages of using administrative procedures over judicial procedures, and on addressing IP issues in proposals, contracts and disputes.

This new edition has been reformatted to complement other titles in the popular Nash & Cibinic series (see Pages 8-9). And it now also includes an additional optional annual supplement. *The Intellectual Property in Government Contracts—2011 Statutory and Regulatory Supplement* provides all the current relevant statutes, regulations and case law changes from the past year that are referenced in the main volume.

Hardcover, 1,448 pages, \$150, #04948401

2011 Statutory and Regulatory  
Supplement, softcover, 700 pages, \$77,  
#04520401

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Administration of Government Contracts (4th Edition)

John Cibinic Jr., Ralph C. Nash Jr., James F. Nagle

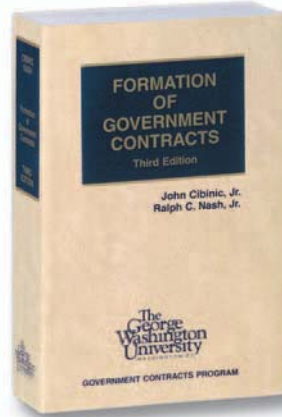
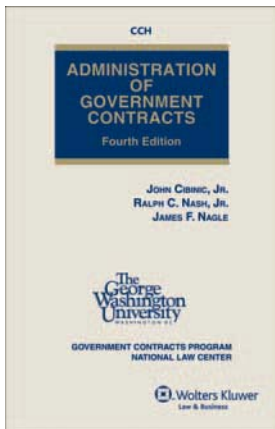
This unbiased analysis of statutes, regulations and case law clarifies the complex rules of federal procurement policies, explaining the processes government personnel and contractors must follow in all aspects of government contracting—from inception to completion.

You will learn best practices for:

- Contract administration and personnel
- Contract interpretation
- Risk allocation
- Changes
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- Delays
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- Pricing of adjustments
- Inspection, acceptance and warranties
- Default termination, damages and liquidated damages
- Termination for convenience

Hardcover, with tables, 1,606 pages, pub. 2006, #04751201, \$150

Softcover, without tables, 1,414 pages, pub. 2006, #04750201, \$105



Formation of Government Contracts (3rd Edition)

John Cibinic, Jr., Ralph C. Nash Jr.

This practical, authoritative reference distills all the essential guidance you need to form a sound government contract. Reaching that rare status of a classic—this book is devoted to navigating requirements, statutes, regulations and case law with confidence.

You'll learn the best way to:

- Plan the acquisition process
- Prepare and submit proposals
- Negotiate the level of profit
- Resolve contract award controversies

Save hours of research time with a detailed table of contents, and comprehensive subject index.

Softcover, without tables, 1,616 pages, pub. 1998, #05104101, \$90



## Cost-Reimbursement Contracting (3rd Edition)

John Cibinic, Jr., Ralph C. Nash Jr.

Written by the pre-eminent authorities, this book has clarified the complex field of cost-type government contracting for more than 30 years. The third edition particularly covers the rewrite of Part 15 of the Federal Acquisition Regulation and subsequent statutory and regulatory changes.

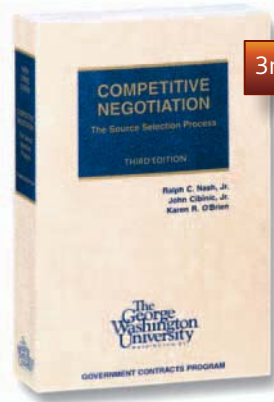
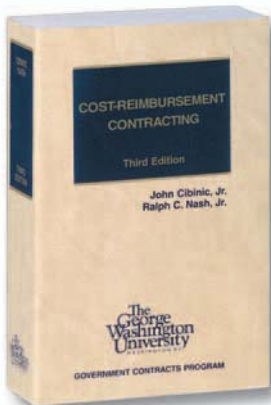
Each chapter contains concentrated coverage of a major topic and provides key statutory, regulatory and case-law citations relating to:

- The contractor's obligations
- Types of cost-reimbursement contracts
- Alternative competitive procedures
- Negotiations of costs and fees
- Cost allocability
- Cost reasonableness versus cost realism
- Cost accounting standards, control of funding, contract termination, and subcontracting

Hardcover edition includes subject index and citation tables.

Hardcover, with tables, 1,464 pages, pub. 2005, #04859101, \$150

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3rd Edition!

## Competitive Negotiation: The Source Selection Process (3rd Edition)

Ralph C. Nash, Jr., John Cibinic, Jr., Karen R. O'Brien-DeBakey

*Competitive Negotiation* is a thorough text, examining the conventional and alternative systems for competitive negotiations in light of current statutes, regulations, and case law so attorneys and contracting professionals can fully understand the source selection process.

This book discusses the distinct steps and laws behind the negotiation process from the inception of the requirement for goods or services, to the award of the contract and debriefing of the losing offers.

Gain understanding of:

- The history and evolution of the award process
- Scoring techniques for selecting contractors
- Strategies used in oral and written negotiations
- Post-selection procedures
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Hardcover, with tables, 1,270 pages, pub. 2011, #04597401, \$150

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### Winning U.S. Federal Government Contracts

Gregory A. Garrett

The purpose of this book is to serve as a practical and informative guide for U.S. small businesses and emerging government contractors who need to understand the unique and complex world of U.S. federal government contracts.

A team of 10 leading government business experts in bid/proposal management, contract management, project management, supply chain management, accounting, and law have worked together to develop this one-of-a-kind book.

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- Understanding GSA - Federal Supply Schedules
- Mitigating the Risk of Litigation
- Support Services for Small and Emerging Government Contractors

Softcover, 350 pages, pub. 2010,  
#04511401, \$70

### U.S. Government Services Contracting: Tools, Techniques, and Best Practices

Gregory A. Garrett

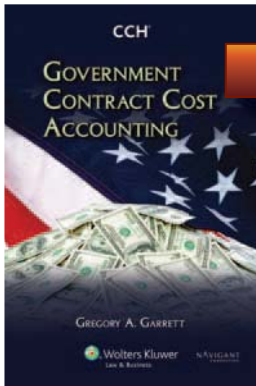
This book is a comprehensive guide to planning and implementing the buying and selling of professional services to and for the U.S. government.

This book provides a wide range of discussion and tools on all aspects of the U.S. government services contracting buying and selling life-cycle, including: requirements determination, solicitation planning and preparation, opportunity and risk assessment, proposal development and evaluation, negotiations and contract formation, to contract administration and closeout.

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- Information Technology (IT) Services Contracting
- Acquisition Support Services Contracting
- Financial Management Services Contracting
- Commercial Services Contracting

Softcover, 350 pages, pub. 2011,  
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NEW!

## Government Contract Cost Accounting

Gregory A. Garrett

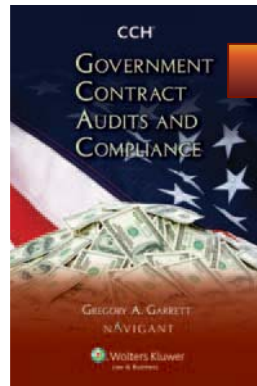
An adequate contract cost accounting system can serve to help government prime contractors and subcontractors store and retrieve their cost data allowing them to develop more accurate estimates for the cost of future products and services.

Best-selling author and leading government contracting consultant, Gregory A. Garrett, has assembled a team of eight experts in U.S. government contracting and accounting to create this practical and comprehensive *Government Contract Cost Accounting* book. If you are a U.S. government prime contractor or subcontractor, then this book is a must read.

The book addresses the following key topics in cost accounting:

- Software for Government Contract Cost Accounting
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- Accounting for Materials & Other Direct Costs
- Accounting for Indirect Costs
- Cost Principles
- Cost Accounting Standards
- Incurred Cost Proposals
- Earned Value Management Systems

Softcover, 352 pages, pub. 2010,  
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NEW!

## Government Contract Audits and Compliance

Gregory A. Garrett

The focus of this book is to serve as a practical and informative reference guide for all of the business professionals in U.S. federal government agencies, government prime contractors, and subcontractors who are involved in government contract audits and in all types of activities that ensure compliance with U.S. government contracting regulatory and legal requirements.

This book includes many proven effective tools, techniques, and best practices—all of which are available for adaptation to your unique circumstances—to help improve your compliance and audit activities and business performance results.

Featured in this book:

- Who are the Auditors and What Are Audit Rights?
- Working with the Auditors
- Claims and Dispute Resolution Methods
- GSA Contract Audits
- Special Audits
- Integrated Baseline Reviews
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Softcover, 352 pages, pub. 2010,  
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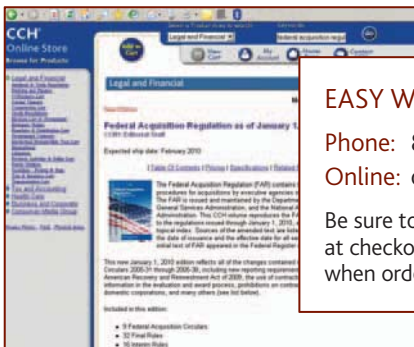
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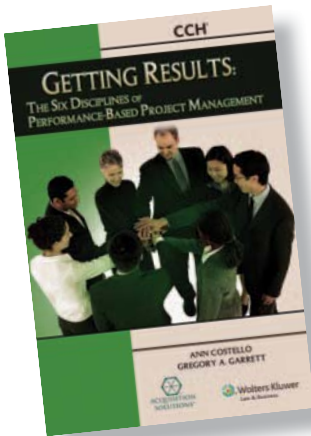
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Ann Costello, Gregory A. Garrett

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Containing more than 100 proven best practices, tools and techniques, and over a dozen case studies from both U.S. government agencies and industry, this book provides a comprehensive discussion of the six integrated disciplines of Performance-Based Project Management:

1. Cultural Transformation
2. Strategic Linkage
3. Governance
4. Communications
5. Risk Management
6. Performance Management

*Getting Results* demonstrates how to get results, with on-time delivery of quality products, services, and integrated solutions at competitive prices.

Softcover, 289 pages, pub. 2008,  
#05015401, \$70



### Cost Estimating and Contract Pricing: Tools, Techniques and Best Practices

Gregory A. Garrett

The process of estimating the cost for the development and delivery of a product, service, or solution can range from simple to highly complex based upon multiple factors. *Cost Estimating and Contract Pricing* provides a comprehensive discussion of this process, addressing the complications of technology maturity, urgency, geographic location, quantity, quality, availability of resources, hardware and software, systems integration and more.

Complete with an analysis of tools, techniques, and best practices from both the public and private sectors, *Cost Estimating and Contract Pricing* addresses the following key topics:

- Cost estimating methods
- Cost accounting standards
- Cost analysis
- Profit analysis
- Contract pricing arrangements
- Price analysis
- Total ownership cost
- Earned value management systems

Softcover, 284 pages, pub. 2008,  
#04975401, \$70



## Solicitations, Bids, Proposals and Source Selection: Building a Winning Contract

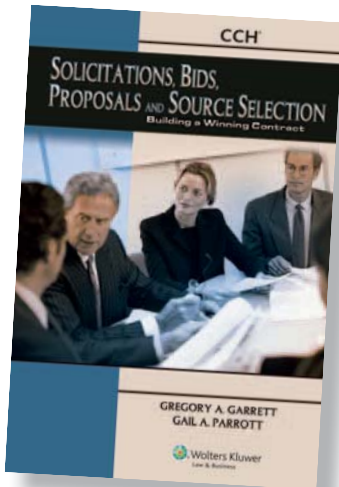
Gregory A. Garrett, Gail A. Parrott

Take a fast-paced, detailed tour of the entire buying and selling life-cycle.

*Solicitations, Bids, Proposals and Source Selection* provides a breadth and depth of practical guidance which few books have ever delivered, covering proven tools and techniques for successfully winning government contracts. The book includes numerous case studies, interviews with recognized business professionals, and dozens of tips and best practices.

You'll find guidance for developing quality solicitations, a comprehensive business case analysis and risk assessment, best-in-class bids and proposals, and methods to master the art of the oral presentation of proposals. If you are a business professional involved in any aspect of buying or selling products, services, and/or solutions, then *Solicitations, Bids, Proposals and Source Selection* is a must!

Softcover, 368 pages, pub. 2007,  
#05190401, \$65



## World Class Contracting (5th Edition)

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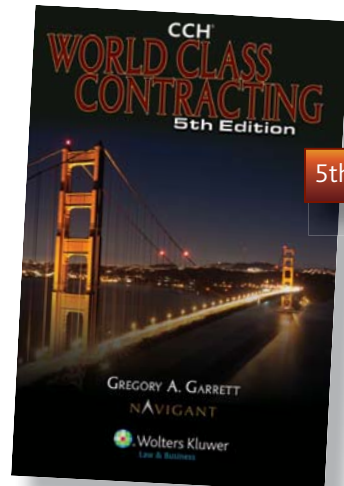
The book includes a valuable discussion of increasing contract complexity, the need for enterprise contract management processes, and a fair, balanced, and independent review of six of the leading contract management software and how they can help you improve performance.

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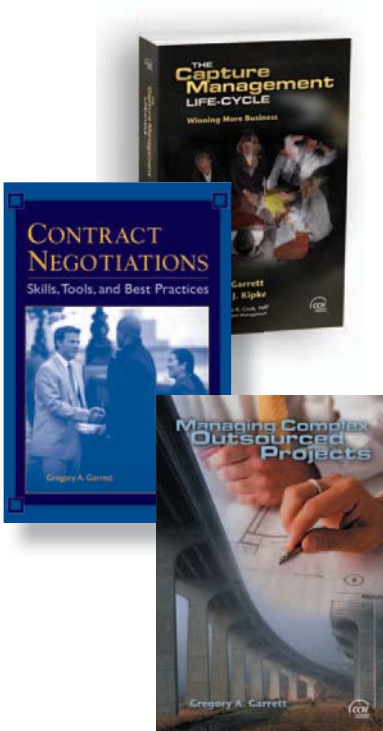
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Softcover, 365 pages, pub. 2005,  
#04826301, \$60

### The Capture Management Life-Cycle: Winning More Business

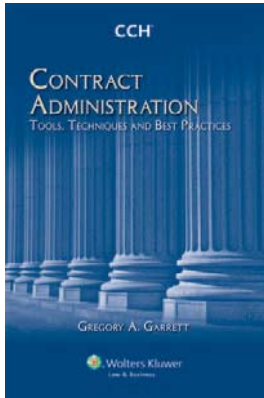
Gregory A. Garrett, Reginald J. Kipke

*The Capture Management Life-Cycle* describes a step-by-step model to help sellers of products, services or solutions successfully improve their current capture management rate in three phases:

- Evaluation of capture capability
- Evaluation of capture performance
- Mapping capability and performance scores

Case studies of winning companies include the experiences of Boeing, CISCO Systems, IBM, Lucent Technologies, Microsoft and The Limited. Also included are an extensive glossary and a comprehensive collection of forms and templates.

Softcover, 330 pages, pub. 2003,  
#05325301, \$55



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Gregory A. Garrett

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Softcover, 357 pages, pub. 2009,  
#04722401, \$75



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Gregory A. Garrett

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- A Glossary of Key Terms
- References

Softcover, 242 pages, pub. 2010,  
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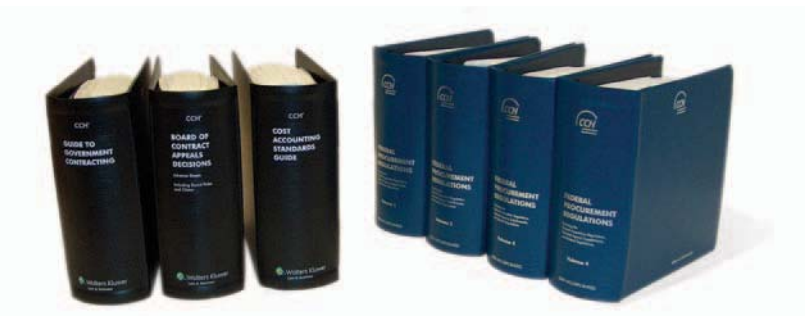
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