



# CACI

EVER VIGILANT

## **Building Successful Government/Contractor Teams**

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# Agenda

- **Thanks for Applause (or “Why are they clapping, I haven’t said anything yet?”)**
- **Gratuitous thank you for introduction**
- **Required self-deprecating kick off joke to loosen up the audience**
- **Discussion of Key Topic**
- **Questions and Answers (Please, someone ask a question!)**
- **Acceptance of Speaker Gift and Certificate (“Did they spell my name right?”)**
- **Pose for Official Photographer (Try to look serious and professional)**
- **Thanks for Applause (“Is it because I am done or because they liked the speech?”)**



# Agenda

- **Contract Launch**
- **Managing the Program**
- **Relationship Management**
- **Final Thoughts**
- **Questions and Answers**



# Contract Launch

- **Face to Face meetings of the Stakeholder Groups**
  - Client and Corporate Leadership
  - Execution Leadership
  - Contracts/administrative staff
  
- **Review Scope and Contract together**
  - Identify and resolve disconnects early at the right level
  - Request for Proposals (RFPs) and contractor responses rarely align perfectly
  - Ensure contract type is appropriate – scope control is not a function of contract type
  - Understand cost drivers and develop management process
  
- **Align Ramp Up Staff with Need**
  - Manage resource usage effectively
  - Coordinate ramp up across government and contractor



- **Develop Project Management Plan**

- Leverage PMP, ITIL, and other resources
- Reuse everywhere possible (Don't re-invent the wheel)
- Administration is a tool, not the desired result (Don't pave the cow path)

- **Establish and Enforce Progress Measurements**

- Weekly progress meetings – one hour or less
- Focus on exception management and delivery
- Develop issue escalation process – focus on resolving issues at the lowest level possible

- **Develop Communication Plans**

- Tailor for Audience
- Include Stakeholders through Staff
- Err on the Side of Over communication through appropriate channels



# Relationship Management

- Don't buy into the stereotypes – treat everyone as an individual
- No one is perfect – work together to achieve program success – not affix blame
- Understand and Respect Each Other's Role
- Everyone has a responsibility to be good custodians of the public's resources
- Accept Accountability
- Identify Obstructionists and Enablers Early



# Final Thoughts

- Be Honest and Open in Communication
- Address issues quickly but think through solutions before acting
- Success of the program, not the individual, should always be the focus
- Treat others as you would want to be treated



# Questions and Answers

