

## DATA ITEM DESCRIPTION

Form Approved  
OMB No. 0704-0188

The reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, DC 20503.

1. TITLE		2. IDENTIFICATION NUMBER	
Value Engineering Study Proposal		DI-MISC-81259A	
3. DESCRIPTION/PURPOSE			
3.1 The Value Engineering Study Proposal delineates and is used to evaluate the contractor's proposed Value Engineering study submitted under a Value Engineering Program Requirements Clause (VEPRC) prescribed in Part 52.248-1 (Alternate I or II) of the Federal Acquisition Regulation.			
4. APPROVAL DATE (YYMMDD)	5. OFFICE OF PRIMARY RESPONSIBILITY (OPR)	6a. DTIC APPLICABLE	6b. GIDEP APPLICABLE
961115	A/AM		
7. APPLICATION/INTERRELATIONSHIP			
7.1 This Data Item Description contains the format and content preparation instructions for the data product generated by the specific and discrete task requirement as delineated in the contract.			
7.2 A prerequisite for use of this Data Item Description is the contractual imposition of a Value Engineering Program Requirements Clause in accordance with Part 48 and Paragraph 52.248.1 (Alternate I or II) of the Federal Acquisition Regulation.			
7.3 This Data Item Description is related to the following Data Item Descriptions:			
a. DI-MISC-81258A "Value Engineering Program Plan"			
b. DI-MISC-81260A "Value Engineering Program Status Report"			
(Continued on Page 2)			
8. APPROVAL LIMITATION	9a. APPLICABLE FORMS	9b. AMSC NUMBER	
		A7214	
10. PREPARATION INSTRUCTIONS			
10.1 <u>General</u> . The Value Engineering (VE) Study Proposal as required herein, delineates the contractor's proposed VE study. When the contractor determines a need for a VE study based on potential Government savings at acceptable cost and risks, the contractor submits a VE Study Proposal to the contracting officer for review and approval. The contracting officer notifies the contractor (typically within fifteen days) of approval or disapproval of the proposed VE study. If the VE study is approved, the contracting officer modifies the contract to authorize and fund the approved VE study. Prior to the contracting officer's approval, the contractor is not authorized to initiate any contractual efforts to be funded by the Government at Government expense other than development, preparation, and submittal of the VE Study Proposal.			
10.2 <u>Media</u> . The VE Study Proposal media shall be contractor selected. The contractor selected media shall be of durable quality and shall present the data in a clean and legible manner. The text and numeric data shall be typewritten or printed using non-exotic typeface in black ink on 8 1/2 by 11 inch standard white bond paper. Photographs, pictorials, graphics, and drawings shall be presented in high contrast black and white or color using paper media.			
10.3 <u>Format</u> . The VE Study Proposal format shall be contractor selected. The contractor selected format shall be single spaced and shall present the data in an effective and logically organized arrangement. Numerical data shall use Arabic numerals and the units of measure shall be identified and defined. Acronyms, codes, abbreviations, signs, and symbols shall be defined. Photographic, pictorial, graphic, and drawing formats may be used for purposes of illustration. Attachments, tables, figures, footnotes, and illustrations shall be identified and referenced in the text. Oversize pages shall be folded to the dimensions of the volume. The initial format arrangement shall be used for all subsequent submissions including revisions, unless effective presentation would be degraded.			
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11. DISTRIBUTION STATEMENT			
DISTRIBUTION STATEMENT A: Approved for public release; distribution is unlimited.			

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**7. APPLICATIONS/INTERRELATIONSHIP (Continued)**

7.4 This Data Item Description supersedes DI-MISC-81259 "Value Engineering Study Proposal".

**10. PREPARATION INSTRUCTIONS (Continued)**

10.4 Content. The VE Study Proposal content shall include the following:

10.4.1 Title Page. The Title Page shall contain the following:

- a. Contractor assigned number for the VE Study Proposal and appropriate revision letter.
- b. Descriptive title (i.e., "VE Study Proposal for the A3 Module in the IF Detector Assembly of the M1A2 Tank under Contract DAAA09- 80-R-0125").
- c. Date the VE Study Proposal was submitted to the Government.
- d. Contract number(s) under which the proposal is being submitted.
- e. Contract number(s) of potentially affected Government contract(s).
- f. Contractor's (business) name, address, and telephone number.
- f. Name, telephone number, fax, and e-mail address of the contractor's Point of Contact for the VE Study Proposal.
- h. Security classification.

10.4.2 Executive Summary. An executive summary of the proposed VE study including identification of the study item(s), scope of the study, study objectives including potential Government cost savings, study costs, schedule, and recommendations.

10.4.3 Table of Contents. An identification of the major content elements contained in the VE Study Proposal correlated to the page and paragraph numbers.

10.4.4 VE Study. A description of the contractor's proposed VE study to include the following:

10.4.4.1 Study Item Identification. An identification (i.e., applicable serial numbers, types, nomenclature, part/specification/process/drawing numbers, National Stock Numbers, commercial part numbers) and description of the items (i.e., hardware, materials, processes, procedures, software, firmware, piece parts, components, subassemblies, assemblies, equipment, systems) involved in the proposed VE study correlated to the affected Government contract(s) (see 10.4.1e).

10.4.4.2 Study Item Status. An identification and description of the current status (i.e., developed, purchased, not yet manufactured, manufacturing in process or completed, tested, inspected, accepted, shipped, returned, under warranty) and quantities of items potentially affected by the proposed VE study including their current location correlated to the Study Item Identification (see 10.4.4.1) and the affected Government contract(s) (see 10.4.1e).

10.4.4.3 Study Item Characteristics. An identification and description of those item characteristics which will be functionally analyzed and evaluated in the proposed VE study correlated to the Study Item Identification (see 10.4.4.1).

10.4.4.4 Study Objectives. An identification and description of the specific proposed VE study objectives correlated to the Study Item Identification ( see 10.4.4.1).

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**10.4.4.5 Study Methodology.** An identification and description of the methods, techniques, procedures to be utilized in the proposed VE study correlated to the Study Item Identification (see 10.4.4.1).

**10.4.4.6 Study Tests, Evaluations, and Reviews.** An identification and description of the test requirements (including test equipment and test procedures necessary to evaluate and demonstrate the effectiveness of the proposed changes), evaluations, and reviews to be utilized in the proposed VE study correlated to the Study Item Identification (see 10.4.4.1).

**10.4.4.7 Study Critical Areas.** An identification and description of those areas considered critical to successful accomplishment of the proposed VE study correlated to the Study Item Identification (see 10.4.4.1). An identification and description of the risks contained in the critical areas and the contractor's proposed action (and associated Government actions, if any) to minimize the risks.

**10.4.4.8 Study Resources.** An identification of the estimated costs and man-years of effort required to prepare, conduct, and complete (including preparation, submission, and Government acceptance or rejection of any proposed Value Engineering Change Proposals (VECPs)) the proposed VE study. The estimated costs and man-years of effort shall be separated into appropriate personnel skill categories (i.e., analyst, engineering, manager, secretary), disciplines (i.e., administration, secretarial, engineering, testing, manufacturing, drafting), materials (i.e., raw, parts, equipment), and supplier support which identify the major expenditure elements and shall be correlated to the Study Schedule (see 10.4.4.9).

**10.4.4.9 Study Schedule.** An identification of the time, event, and phasing schedule of the proposed VE study including preparation, submission, and Government acceptance or rejection of any proposed VECPs correlated to the affected Government contracts (see 10.4.1e).

**10.4.4.10 Anticipated Savings.** An identification and description of the Government's potential cost savings (i.e., unit cost reduction, instant contract savings, future contract savings, concurrent contract savings, collateral savings) resulting from the VE study correlated to the affected Government contracts (see 10.4.1e) and the Study Item Identification (see 10.4.4.1).

**10.4.4.11 Study Documentation.** An identification and description of the methods and procedures to document the proposed VE study correlated to the Study Item Identification (see 10.4.4.1). The proposal documents shall be in accordance with MIL-STD-480 (Engineering Change Proposal) and MIL-STD-481 (Engineering Change Proposal- Short Form).

**10.4.4.12 Study Management.** The principal point of contact for the proposed VE study including the name, title, organizational element, responsibilities, authority, address, telephone number, fax, and e-mail address. An identification of the principal management controls to be utilized to insure successful accomplishment of the proposed VE study.

**10.4.4.13 Item Disposition.** The anticipated quantities and disposition of items rendered unusable or obsolete including piece parts and materials as a result of the VE study correlated to the Study Item Status (see 10.4.4.2).

**10.4.4.14 Government Furnished Material (GFM) and Government Furnished Equipment (GFE).** An identification (i.e., serial numbers, types, nomenclature, part numbers, National Stock Numbers, commercial part numbers) and description of GFM/GFE potentially affected by the proposed VE study. The identification and description shall include the quantities, manner affected, current location, and changes to GFM/GFE requirements including schedules. The identification shall be correlated to the affected Government contracts (see 10.4.1e).

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**10.4.4.15 Contractual Impact.** An identification and description of the impact of the proposed VE study on the contractual requirements (i.e., performance, price, schedule) correlated to the affected Government contracts (see 10.4.1.e).

**10.4.4.16 Warranties.** An identification and description of affected contractual warranties correlated to the affected Government contracts (see 10.4.1e).

**10.4.4.17 Data Rights.** An identification and description of the Government's and contractor's rights to disclose and/or use any data including computer software and firmware data that is used in the proposed VE study or results from the proposed VE study. Identification of any costs to the Government and/or the contractor and the schedule to acquire such rights shall be identified.

**10.4.4.18 Government Actions.** An identification and description of any required Government action (including the time and event schedule) having an impact on the proposed VE study including the consequences of the Government not meeting the scheduled actions. The identification shall be correlated to the affected Government contracts (see 10.4.1e).

**10.4.4.19 Security Classification.** An identification of the Security Classification applicable to the proposed VE study.

**10.4.4.20 Summary Recommendations and Conclusions.** Additional comments, information, recommendation, conclusions, and data applicable to the proposed VE study.

**10.4.5 Revisions.** VE Study Proposal revisions shall highlight (i.e., asterisks, margin liners) the changes to the basic VE Study Proposal being revised.