1. Strategic Fit – determining whether the opportunity fits the organization's strategy.
2. SWOT – assess the strengths, opportunities, weaknesses, and threats for the opportunity.
3. Differentiators list – identify what differentiators your company has.
4. Innovations – identify the innovations you'll provide.
5. pWIN calculator – calculate pWIN (including differentiators and innovations).
6. Gap Analysis – Itemize gaps.
7. Difficulty Calculator – reconciling SWOT, pWIN Calculator and Gap Analysis, plot.
8. Concept-of-the-Operation (CONOP) – reconciles SOW/PWS tasks, secondary and implied tasks.
9. Teammate Identification – list all OEMs, vendors, suppliers, and teammates.
10. Associate Contractor Agreements (ACA) – identify all ACAs if they are necessary.
11. Assumptions – capture all assumptions in a single table.
12. Work Breakout Template – reconcile SOW/PWS tasks with CLIN structure.
13. Capture Task List – reconcile all tasks into a master list.
14. Cost Identification – reconcile everything to this point for preliminary cost analysis.
15. Past Performance (PP) – basic table for capturing proposed past performance.
16. Questions (Q&A) – the master repository for all questions and answered with the Government.