

# 1-Step Broad Agency Announcement

## Overview Information

**To access hyperlinks from this electronic solicitation – Hit CTRL and click on the link.**

**NAICS Code:** The NAICS Code for this acquisition is 541715 (Research and Technology in the Physical, Engineering, and Life Sciences (except Nanotechnology and Biotechnology), and the small business size standard is 1,000 employees.

**Federal Agency Name:** Air Force Research Laboratory, 711 HPW/RHDR Radio Frequency Bioeffects Branch

**Broad Agency Announcement Title:** Bioeffects Research of Direct Energy Exposures (BRDEE)

**Broad Agency Announcement Type:** This is the Initial Announcement

**Broad Agency Announcement Number:** FA8650-19-S-6055

**Catalog of Federal Domestic Assistance (CFDA) Number(s):** N/A

**Intent to Propose:** Offerors that anticipate submitting a proposal are requested to submit an e-mail to Mr. David Roux, Contracting Officer, at email [david.roux.1@us.af.mil](mailto:david.roux.1@us.af.mil) and Mr. Alexander Mitchell, Contract Negotiator, at email [alexander.mitchell.6@us.af.mil](mailto:alexander.mitchell.6@us.af.mil) containing the name of the contractor, the POC, and the contractor's intent to submit a proposal. This "Intent to Propose" is requested by 2 May 2019.

**Proposal Due Date and Time:** [Thursday 16 May 2019, 3:00 pm EDT.](#)

***NOTE: Proposal receipt after the due date and time shall be governed by the provisions of FAR 52.215-1(c)(3). It should be noted that this installation observes strict security procedures to enter the facility. These security procedures are NOT considered an interruption of normal Government processes, and proposals received after the above stated date and time as a result of security delays will be considered "late." Furthermore, note that if offerors utilize commercial carriers in the delivery of proposals, they may not honor time-of-day delivery guarantees on military installations. Be advised, if the U.S. Postal Service is used, this building only receives U.S. Postal Mail twice a week and delivery by that means may not meet the proposal due date and time. Early proposal submission is encouraged.***

**Submission:** Proposals must be submitted to the Contracting POC address: Mr. Alexander Mitchell, AFRL/RQKHA, 2130 8th Street, Bldg. 45, Wright-Patterson AFB, OH, 45433-7541 or, Mr. David Roux, AFRL/RQKHA, 2130 8th Street, Bldg. 45, Wright-Patterson AFB, OH, 45433-7541.

**Solicitation Request:** Air Force Research Laboratory, 711 HPW/RHDR, JBSA–Fort Sam Houston, TX is soliciting technical and cost proposals on the research effort described below.

**Type of Contract/Instrument:** The Air Force reserves the right to award the instrument best suited to the nature of research proposed. It is anticipated that awards under this BAA will generally be Cost Plus Fixed Fee (CPFF), Completion type contracts. Cost reimbursement contracts **require** successful offerors to have an accounting system considered adequate for tracking costs applicable to the contract.

**Estimated Program Cost:** \$44.4M

**Anticipated Number of Awards:** The Air Force anticipates awarding **1 (or more)** awards for this announcement. However, the Air Force reserves the right to award zero, one, or more contracts for all, some or none of the solicited effort based on the offeror's ability to perform desired work and funding fluctuations.

**Brief Program Summary:** The United States Air Force (USAF) is one of the largest developers and users of RF and HPM emitting devices in the world and consequently has been at the forefront of research on the bioeffects of RF/HPM radiation for more than 30 years. The mission of 711 HPW/RHDR is to promote maximum use of RF/HPM/PB technologies while protecting Air Force personnel from RF/HPM/PB radiation hazards and minimizing negative operational impact. This requires an extensive research program in dosimetry and bioeffects of RF/HPM/PB radiation. Research results are transitioned and transferred to National and International health and safety standards which are used by the Air Force Surgeon General for Occupational Health and Environmental Safety, as well as data that is used to support the rapid development and deployment of DE technologies. The advent of HPM and ultra-wide band directed energy weapons make the 711 HPW/RHDR's products and services ever more essential to national security. Our goal is to provide the USAF with the world's best RF/HPM/PB radiation bioeffects research and science-based exposure standards, allowing maximum safe exploitation of DE for national defense. With joint-service cooperation we bring broad expertise, advocacy and involvement to RF/HPM/PB technologies.

The primary objective of the anticipated research includes: Identifying benefits, risks and capabilities for a wide range of military RF/HPM/PB radiation systems. Additional objectives include: discovering new mechanisms of biological action of RF/HPM/PB on biological systems, predicting/mitigating the bioeffects of DE on personnel/mission performance and exploiting the bioeffects of DE for weapons applications.

### **Communication Between Prospective Offerors and Government**

**Representatives:** Questions are encouraged until [2 May 2019](#), any questions submitted after this date will not be addressed. All questions shall be directed to the Contracting POC (see below). Answers to questions will be posted on FED BIZ OPS no later than 9 May 2019. Discussions with any of the points of contact shall not constitute a commitment by the Government to subsequently fund or award

any proposed effort. Only Contracting Officers are legally authorized to commit the Government.

**Address questions to the Contracting POC:** Mr. Alexander Mitchell, AFRL/RQKHA, 2130 8th Street, Bldg 45, Wright-Patterson AFB, OH, 45433-7541, (937) 713-9855, [alexander.mitchell.6@us.af.mil](mailto:alexander.mitchell.6@us.af.mil), and Mr. David Roux, AFRL/RQKHA, 2130 8th Street, Bldg 45, Wright-Patterson AFB, OH, 45433-7541, (937) 713-9795, [david.roux.1@us.af.mil](mailto:david.roux.1@us.af.mil)

## Full Text Announcement

I. **Program Description** Air Force Research Laboratory, 711 HPW/RHDR is soliciting technical and cost proposals on the following research effort:

1. **Statement of Objective/Description of Technical Area(s):** A copy of the Statement of Objectives is at Attachment 5.
2. **Within Scope Modifications:** Potential offerors are advised that due to the inherent uncertainty of research and development efforts, awards resulting from this announcement may be modified during performance to make within scope changes, to include, but not limited to, modifications which increase overall contract ceiling amount.
3. **Deliverable Items:**
  - A. Data Items: Contract Data Requirements Lists (CDRLs), DD Form 1423-1, are attached to this solicitation at Attachment 4. Addition, elimination, or modification of CDRLs may be suggested by the offeror in their proposal.
  - B. Software: Delivery format is CD-ROM. Includes modeling and simulation software and RF hazard evaluation software.
  - C. Hardware: Includes prototypes and Special Test Equipment.
4. **Schedule:**
  - A. Overall Effort: Period of Performance 75 months ( Up to 72 months Technical Period, final 3 months reserved for final report writing). Individual or niche contracts will be negotiated separately.
  - B. Data Items: See attached DD Form 1423 (CDRLs) (Attachment 4).
  - C. Software: To be delivered no later than the end of the Technical Period of Performance.

D. Hardware: To be delivered no later than the end of the Technical Period of Performance.

5. **Other Requirements:**

A. This announcement incorporates FAR and supplement provisions and clauses by reference. The full text of provisions and clauses can be found at:

<http://farsite.hill.af.mil/>

B. **Program security classification:** Top Secret/SCI/SAP/SAR, see DD254 Attachment 3 --Offerors must verify their Cognizant Security Office information is current with Defense Security Service (DSS) at [www.dss.mil](http://www.dss.mil). Only proposals that meet the criteria in the attached DD254 or have the ability to obtain these security requirements will be considered for contract award program.

C. **OPSEC:** See attached SOO and DD254 for OPSEC requirements (Attachments 3 and 5).

D. **Export Control:** Information involved in this research effort may be subject to Export Control (International Traffic in Arms Regulation (ITAR) 22 CFR 120-131, or Export Administration Regulations (EAR) 15 CFR 710-774). A Certified DD Form 2345, Militarily Critical Technical Data Agreement, will be required to be submitted with proposal.

E. **Export-Controlled Items:** As prescribed by DFARS 225.7901-4, DFARS 252.225-7048, "Export-Controlled Item (JUN 2013)" is contained in this solicitation. This clause shall be contained in ALL resulting contracts.

6. **Other Information:**

A. **Government Furnished Property (GFP) availability:** GFP is not anticipated to be made available under any resulting contract.

B. **Base Support/Network Access:** Office work space is available for up to 30 personnel, including computer and phone access. Laboratory equipment in the various labs in 711 HPW/RHD (Building 3260 at JBSA Ft. Sam Houston, TX) as well as selected vehicles listed below are also available. (See paragraph below for more details on Base Support Items.)

1. **Available Base Facilities:** All base support will be provided at:  
Building 3260, 4141 Petroleum Dr., JBSA Ft. Sam Houston, TX.

a. Office space, research laboratory space, office/research equipment, specialized research/test facilities, data storage facilities including IT infrastructure: PCs, servers, and/or data storage and retrieval systems.

- b. Contractor identification badges, building access and/or security cards/passes required.
- c. Class "C" telephones, Defense Switched Network (DSN) accessibility, Unclassified but Sensitive Internet Protocol Router Network (NIPRnet), Secret Internet Protocol Router Network (SIPRnet) and email access.
- d. Contractor shall be provided access to unit assigned Government Owned Vehicles

\*\*\*Note---It is recommended that Offerors review AFI 24-301 for Vehicle Usage by Contractors on base as it covers licensing requirements, training, and liability amongst other requirements.\*\*\*

[https://static.e-publishing.af.mil/production/1/af\\_a4/publication/afi24-301/afi24-301.pdf](https://static.e-publishing.af.mil/production/1/af_a4/publication/afi24-301/afi24-301.pdf)

C. Multiple awards subject to Fair Opportunity are not anticipated.

**D. Data and Software Rights Desired:**

1. **Technical Data:** Unlimited Rights
2. **Non-Commercial Software (NCS):** Unlimited Rights
3. **NCS Documentation:** Unlimited Rights
4. **Commercial Computer Software Rights:** Customary License:

The Air Force Research Laboratory is engaged in the discovery, development, and integration of warfighting technologies for our air, space, and cyberspace forces. As such, rights in technical data and NCS developed or delivered under this contract are of significant concern to the Government. The Government will therefore evaluate any restrictions on the use of technical data, NCS, and NCS documentation which could result in transition difficulty or less-than full and open competition for subsequent development of this technology.

In exchange for paying for development of the data, the Government expects technical data, NCS, and NCS documentation developed entirely at Government expense to be delivered with Unlimited Rights.

Technical data, NCS, and NCS documentation developed with mixed funding are expected to be delivered with at least Government Purpose Rights. Offerors that propose delivery of technical data, NCS,

or NCS documentation subject to Government Purpose Rights should fully explain how a portion of the data was developed at private expense. Specifically, offerors must explain what technical data, NCS, or NCS documentation developed with costs charged to indirect cost pools and/or costs not allocated to a Government contract will be incorporated, how the incorporation will benefit the program, and address whether those portions or processes are segregable.

Offerors that propose delivery of non-commercial technical data with Limited Rights, NCS with Restricted Rights, or NCS documentation with Limited Rights will be considered. Proposals should fully explain what technical data, NCS, or NCS documentation developed with costs charged to indirect cost pools and/or costs not allocated to a Government contract will be incorporated and how the incorporation will benefit the program and whether those portions or processes are segregable.

Offerors shall include the data rights assertions as required by DFARS 252.227-7017, Identification and Assertion of Restrictions on the Government's Use, Release, or Disclosure of Technical Data or Computer Software. The assertions list is included in Section K and due at time of proposals. Assertions must be completed with specificity. Each assertion must identify the technical data or computer software to be delivered and the associated item, component, or process developed exclusively or partially at private expense to which it pertains. Nonconforming assertions lists will be rejected.

Terms used in this section are defined in the clauses at 252.227-7013, Rights in Technical Data-Noncommercial Items, and 252.227-7014, Rights in Noncommercial Computer Software and Noncommercial Computer Software Documentation.

**THIRD PARTY SOFTWARE (COMMERCIAL AND NON-COMMERCIAL):**

If any such software, non-commercial or commercial, is not reasonably identifiable at proposal submission, it must still be approved by the contracting officer prior to incorporation. This obligation to obtain pre-approval by the contracting officer, as described above, continues throughout contract administration.

Non-commercial Computer Software:

DFARS 252.227-7014(d) describes requirements for incorporation of third party non-commercial copyrighted computer software and computer software documentation and is incorporated as follows. The Contractor shall not, without the written approval of the Contracting Officer, incorporate any copyrighted computer software or computer software documentation into the software or documentation to be delivered under this contract unless the Contractor is the copyright owner or has obtained for the Government the license rights necessary to perfect a license or licenses in the deliverable software or documentation of the appropriate scope set forth in DFARS 252.227-7014(b), and prior to delivery of such—

1. Computer software, has provided a statement of the license rights obtained in a form acceptable to the Contracting Officer or
2. Computer software documentation, has affixed to the transmittal document a statement of the license rights obtained.

In addition, all non-commercial computer software will receive the appropriate rights level set forth in DFARS 252-7014(b), which could include: unlimited rights, GPR, restricted rights, or specifically negotiated license.

#### Commercial Computer Software:

For commercial computer software, the Government will neither accept nor execute a DD Form 250 for such software deliverables until the Contractor obtains, from all third party software suppliers and/or vendors (Licensor), licenses for any commercial computer software to be delivered that are consistent with Federal Statutes, Federal Case Law, and Federal Regulations.

The following terms and conditions, among others, should not be included in the terms and conditions of the commercial computer software license between the Licensor and the Government (Licensee):

1. The license shall not subject the Government to a contingent liability or a liability that is indefinite or indeterminate, including but not limited to: indemnification clauses, unilateral price increases, the right to attorney fees, automatic assessment of charges, or automatic renewal provisions, as these provisions may constitute obligations in advance or in excess of an appropriation and may violate the Anti-Deficiency Act.
2. The license shall be governed by Federal Statutes, Federal Case Law, and Federal Regulations, and shall not be subject to the laws or jurisdiction of any municipality, state, or foreign country. The license shall not bind the Government to litigation in a particular forum or venue or require the Government to participate in arbitration.

3. The license shall not include non-substitution language that would preclude or limit the Government from using another vendor/reseller and/or product to fulfill Government requirements.
4. The Licensor shall not have the authority to unilaterally terminate the license. All remedies available shall be consistent with the Disputes and Termination Clauses in the underlying basic contract.
5. The Licensor shall not have the right to enter the premise or monitor Government networks for the purpose of auditing the use of the license.
6. The Licensor shall not have the authority to control or otherwise influence any litigation between a third party and the Government.
7. The Licensor shall not use the fact that the Government is using the Licensor's products in any notification or advertisement to the public (e.g., no publicity rights permitted).

**Additionally, the Contractor may be required to obtain licenses that comply with the following terms and conditions, based on the Government's needs:**

1. The license shall not disclaim all warranties through use of an "as is" provision.
2. The license shall neither restrict the Government from using the product at various sites nor limit use of the product by various Government agencies or third parties performing work on behalf of the Air Force under the Bioeffects Research of Directed Energy Effects (BRDEE) Program. In performance of the Bioeffects Research of Directed Energy Effects (BRDEE) Program, Government personnel as well as Government contractors may use the software.
3. The license shall not limit the Government's use of the software at other Government and Government contractor sites. [The license shall authorize the Government to use the software at the following sites: JBSA-Fort Sam Houston, TX].
4. The license shall not require automatic updates or give Licensor the authority to unilaterally replace the software.
5. The Licensee shall not be restricted from copying or embedding elements of accessible code into other applications (e.g., nesting code, derivative works).



The Contractor may obtain agreement from the Licensor to insert the clause below to its respective software licenses intended to be transferred to the Government:

“In the event that any of the provisions of the [Software License] are determined to be inconsistent with Federal law and/or do not otherwise satisfy the Government's needs, the parties to the [Software License] hereby agree that such provisions shall be null and void as they pertain to the Government. Specifically, the following sections are hereby deleted from the [Software License] [and/or amended as indicated below]:

[Section X: deleted; Section Y: amended as follows [...]]”

If the Licensor will not agree to the terms and conditions cited herein and/or as contained in DFARS 227.72, the Contractor shall retain the current license on behalf of and for the benefit of the US Government if permissible under its license and such use will not subject the Government to the terms of the license. If the software in question is required to be delivered to the Government, the Licensor must grant the Government a sublicense that allows the Government to use the software to meet its requirements.

The Contractor shall provide documentation to clearly correlate or map software license(s) to:

- a. Contract Line Item Numbers (CLINS);
- b. Contract Deliverables (CDRLS);
- c. Paragraphs in the statement of work (SOW); and
- d. Portions of any functional block diagrams and/or system architecture diagrams, so that it can be readily determined where certain commercial software corresponding to certain software license agreement(s) are physically located on the system to be delivered under the contract.

## II. Award Information

1. **Anticipated Award Date:** 30 Aug 2019
2. **Anticipated funding for total program:** FY19/\$2.0M, FY20/\$6.6M, FY21/\$6.65M, FY22/\$7.4M, FY23/\$7.5M, FY24/\$7.45M, FY25/\$6.8M

This funding profile is an estimate only and not a contractual obligation for funding. All funding is subject to change due to Government discretion and availability. Potential offerors should be aware that due to unanticipated

budget fluctuations funding in any or all areas may change with little or no notice.

### III. Eligibility Information

1. **Eligible Offeror:** This is an unrestricted solicitation. Small businesses are encouraged to propose.
2. **Cost Sharing or Matching:** Cost Sharing is not required.
3. **Federally Funded Research and Development Centers:** The following guidance is provided for Federally Funded Research and Development Centers (FFRDCs) contemplating submitting a proposal, as either a prime or subcontractor. FAR 35.017-1(c)(4) prohibits an FFRDC from competing with any non-FFRDC concern in response to a Federal agency request for proposal for other than the operation of an FFRDC (with exceptions stated in DFARS 235.017-1(c)(4)). There is no regulation prohibiting a FFRDC from responding to a solicitation. However, the FFRDC's sponsoring agency must first make a determination that the effort being proposed falls within the purpose, mission, general scope of effort, or special competency of the FFRDC and that, determination must be included in the FFRDC's proposal. In addition, AFRL must make a determination that the work proposed would not place the FFRDC in direct competition with domestic private industry. Only after these determinations are completed, would a determination be made concerning the FFRDC's eligibility to receive an award.
4. **Government Agencies:** If a Government agency is interested in performing work, contact the Contracting Officer identified in the BAA. If those discussions result in a mutual interest to pursue your agency's participation, the effort will be pursued independent of this announcement.
5. **Other:**
  - A. **Foreign participation:** No foreign participation will be allowed at the Prime Contractor Level.
  - B. This acquisition involves data that is subject to export control laws and regulations. Only contractors who are registered and certified with the Defense Logistics Services Center (DLSC) and have a legitimate business purpose may participate in this solicitation. Contact the Defense Logistics Services Center, 74 Washington Avenue N., Battle Creek, Michigan 40917-3084 (1-800-352-3572) for further information on the certification process. You must submit a copy of your approved DD Form 2345, Militarily Critical Technical Data Agreement, with your proposal.
  - C. There are no limits to the number of proposals an offeror may submit.
  - D. You may be ineligible for award if all requirements of this solicitation are not met on the proposal due date as identified above.

#### IV. Proposal and Submission Information

1. **Overview:** Proposals submitted shall be in accordance with this announcement. There will be no other solicitation issued in regard to this requirement. The Government intends to evaluate proposals and award some, all, or none of the proposals received without negotiation/discussion; however, the Government reserves the right to negotiate with those offeror(s) whose proposal is selected for funding.

Offerors should be alert for any BAA amendments that may permit extensions to the proposal submission date.

For additional information, a copy of the Broad Agency Announcement (BAA) Guide for Industry can be found at:

<http://www.wpafb.af.mil/Portals/60/documents/afri/AFRL-broad-agency-announcement-guide.pdf>

2. **Content and Form of Proposal Submission:** The paragraphs below identify proposal format and content.

##### A. General Instructions:

1. Offerors should apply the restrictive notice prescribed in FAR 52.215-1(e) Instructions to Offerors—Competitive Acquisition. Offerors should consider proposal instructions contained in the Broad Agency Announcement (BAA) Guide for Industry, which can be accessed online at:

<http://www.wpafb.af.mil/Portals/60/documents/afri/AFRL-broad-agency-announcement-guide.pdf>

This guide is specifically designed to assist the offeror in understanding the BAA proposal process.

2. Technical/management and cost/business volumes should be submitted in separate volumes and must be valid for at least 180 days.
3. Proposals must reference the announcement number FA8650-19-S-6055.
4. Offerors must submit one (1) original and one (1) hard copy of their proposal to the Contracting POC.
5. Offerors must include two (2) CDs in Microsoft Office or Adobe format containing all electronic versions of required submittals. All electronic versions must match the hard copies. If there is a discrepancy

between hard copies and electronic copies, the hard copies will take precedence. Emailed or faxed copies will NOT be accepted.

- a. The cost file(s) spreadsheet must be in Microsoft Excel and include the formulas for calculating cost element bases (i.e., G&A, O/H, etc.).
  - b. The CDs should be labelled with the company name and proposal title.
6. Offerors are advised that only contracting officers are legally authorized to contractually bind or otherwise commit the government.
  7. The cost of preparing proposals in response to this BAA is not considered an allowable direct charge to any resulting or any other contract; however, it may be an allowable expense to the normal bid and proposal indirect cost as specified in FAR 31.205-18.
  8. No classified technical proposals or cost volumes are expected. Offerors are encouraged to keep all elements of the proposal package unclassified. In the rare case where an offeror has a need to submit a classified appendix, please contact the Contracting Officer for delivery instructions.

**B. Technical/Management Proposal:**

1. **Page Limitations:** The following describes the page limitations on the proposal submittal:
  - a. Technical/Management proposals, Statements of Work, and Key Technical Personnel Resumes must be provided in Microsoft Word format. Signed pages may be submitted in Adobe.
  - b. The Technical/Management Proposal shall be limited to **75** pages, with no more than **25** pages per topic area as listed in the SOO.
  - c. Font shall be standard 10-point business font Arial.
  - d. Character spacing must be "normal," not condensed in any manner.
  - e. Pages shall be double-spaced (must use standard double-space function in Microsoft Word), double-sided (each side counts as one page), 8.5 by 11 inches, with at least one-inch margins on both sides, top and bottom.
  - f. All text, including text in tables and charts, must adhere to all font size and line spacing requirements listed herein. Font and line spacing requirements do not have to be followed for illustrations, flowcharts, drawings, and diagrams. These exceptions shall not be

used to circumvent formatting requirements and page count limitations by including lengthy narratives in such items.

- g. Pages shall be numbered starting with the cover page being Page 1, and the last page of the Technical Proposal being no greater than Page **75**. The page limitation covers all information including indices, photographs, foldouts (counted as 1 page for each 8.5 by 11 portion) tables, charts, appendices, attachments etc.
- h. The proposal page limit does not include the offeror's proposed SOW; however, the same formatting rules apply to the SOW, which is limited to **16** pages.
- i. The proposal page limit does not include the offeror's Key Technical Personnel Resumes; however, the same formatting rules apply to the resumes, which are limited to a total 30 pages. Resumes should be attached to the Technical Proposal. Each resume should include:
  - i. Name
  - ii. Title
  - iii. Security Clearance
  - iv. Education (include dates, institutions, professional courses)
  - v. Profession experience summary
  - vi. Number of years in a particular field/area
  - vii. Relevance as it pertains to this acquisition
  - viii. Specific experience
  - ix. Current job assignment with dates
  - x. Past job assignment with dates
  - xi. Professional activities and achievements
  - xii. Awards
  - xiii. Significant publications
  - xiv. Specific on-the-job meritorious achievements
  - xv. Availability and commitment to perform this effort
- j. Please Note: The Government will check the proposal, SOW, and resumes for conformance to the stated requirements.**

**Any pages in excess of the stated page limitation after the format check will not be considered.**

2. The Technical/Management proposal shall include a discussion of the nature and scope of the research and the technical approach. Additional information on prior work in this area, descriptions of available equipment, use of base support (if desired), data, facilities and resumes of personnel who will be participating in this effort should also be included as attachments to the technical proposals. These volumes shall include a SOW detailing the technical tasks proposed to be accomplished under the proposed effort and suitable for contract incorporation. **Do not include any proprietary information in the SOW.** Refer to the BAA Guide for Industry referenced above to assist in SOW preparation. In addition to the contractor proposed SOW, a government-generated SOW attachment containing additional contracting requirements will be included in any resulting contracts. The SOO and Supplemental SOW attachments are included as Attachments 5 and 6 to this BAA.
3. Any questions concerning the technical proposal or SOW preparation shall be referred to the Contracting Officer.

**C. Cost/Business Proposal:**

1. Separate the proposal into a business section and cost section. Adequate price competition is anticipated.
  - a. See Attachment 1 for the Model Contract(s) Note that the document awarded may include contract line items (CLINs)/clauses/articles in addition to those in the model(s), and/or some of the CLIN/clauses/articles in the model(s) may be deleted, depending on the specific circumstances of the individual award. Any additions or deletions will be negotiated with the offeror prior to award.
  - b. The business section should contain all business aspects to the proposed contract, such as type of contract, any exceptions to terms and conditions of the announcement including the model contract, any information not technically related, etc. Provide rationale for exceptions.
  - c. Associate Contractor Agreements: Associate Contractor Agreements (ACAs) are agreements between contractors working on Government contracts that require them to share information, data, technical knowledge, expertise, or resources. The contracting officer may require ACAs when contractors working on separate Government contracts must cooperate, share resources or otherwise jointly participate in working on contracts or projects.

- d. Prime contractor to subcontractor relationships do not constitute ACAs. For each award, the contracting officer will identify associate contractors with whom agreements are required.
- e. Identify any technical data that will be delivered with less than unlimited rights.
- f. Subcontracting Plans: For efforts to exceed \$700,000, Subcontracting Plans shall be submitted in the cost/business proposal. Reference FAR 19.704, DFARS 219.704, and AFFARS 5319.704(a)(1) for subcontracting plan requirements. Small business concerns are exempt from this requirement. If an IDIQ contract arrangement is anticipated, the basis for the subcontracting plan should reflect the entire ceiling amount.
- g. Limitations on Pass-Through Charges: As prescribed in FAR 15.408(n)(1) & 15.408(n)(2), provisions 52.215-22, "Limitations on Pass Through Charges- Identification of Subcontract Effort (Oct 2009)," apply.
- h. Completed Certifications and Representations (Section K) are due with the proposal. Certifications and Representations (Section K) can be found at Attachment 2. Offerors may also be required to submit updated or supplemental Certifications and Representations based on the specifics of their proposal.
- i. If an offeror proposes the use of Government Furnished Property (GFP), other than GFP identified in the BAA, the offer must specifically identify each piece of GFP in the Cost/Business Proposal and propose and substantiate a rental cost for evaluation purposes in accordance with FAR 45.202. Include the following information in the proposal:
  - i. A list describing all Government property that the offeror or its subcontractors propose to use on a rent-free basis. The list shall identify the accountable contract under which the property is held and the authorization for its use (from the contracting officer having cognizance of the property)
  - ii. The dates during which the property will be used and, for any property that will be used concurrently in performing two or more contracts, the amounts of the respective uses in sufficient detail to support prorating the rent
  - iii. The amount of rent that would otherwise be charged in accordance with FAR 52.245-9, Use and Charges
  - iv. The voluntary consensus standard or industry leading practices and standards to be used in the management of Government

property, or existing property management plans, methods, practices, or procedures for accounting for property.

2. **Cost Element Breakdown:** Clear, concise, and accurate cost proposals reflecting the offeror's financial plan for accomplishing the effort contained in the technical proposal. As part of its cost proposal, the offeror shall submit the information outlined below, together with supporting breakdowns. All direct costs (labor, material, travel, computer, etc.) as well as labor and overhead rates should be provided by contractor fiscal year (CFY). Detailed cost element breakdowns by Government Fiscal Year or calendar year are not required. The supporting schedules may include summary level estimating rationale used to generate the proposed costs. The cost element breakdown(s) should include the following, if applicable:
  - a. **Direct Labor:** Direct labor should be detailed by number of labor hours and by category of labor.
  - b. **Labor and Overhead Rates:** Direct labor hours, with their applicable rates, must be broken out and the bases used clearly identified. The source of labor and overhead rates and all pricing factors should be identified. For instance, if a Forward Pricing Rate Agreement (FPRA) is in existence that should be noted, along with the Administrative Contracting Officer's (ACO's) name and telephone number. If the rates are based on current experience in your organization, provide the historical base used and clearly identify all escalation, by year, applied to derive the proposed rates. If computer usage is determined by a rate, identify the basis used and rationale used to derive the rate.
  - c. **Material/Equipment:** List all material/equipment items, by type and kind, with associated costs and advise if the costs are based on vendor quotes, data and/or engineering estimates; provide copies of vendor quotes and/or catalog pricing data.
  - d. **Subcontractor Costs:** Submit all subcontractor proposals and analyses with your cost proposal (see FAR 15.404-3(b)). If the subcontractor will not submit cost and pricing information to the offeror, this information must be submitted directly to the Government for analysis. On all subcontracts and interdivisional transfers, provide the method of selection used to determine the subcontractor and the proposed contract type of each subcontract. An explanation shall be provided if the offeror proposes a different amount than that quoted by the subcontractor. The offeror's proposal must:
    - i. Identify principal items/services to be subcontracted.



- ii. Identify prospective subcontractors and the basis on which they were selected. If non-competitive, provide selected source justification.
  - iii. Identify the type of contractual business arrangement contemplated for the subcontract and provide rationale.
  - iv. Identify the basis for the subcontract costs (e.g., firm quote or engineering estimate, etc.).
  - v. Identify the cost or pricing data submitted by the subcontractor.
  - vi. Provide an analysis of the proposed subcontract in accordance with FAR 15.404-3(b). Provide an analysis concerning the reasonableness, realism and completeness of each subcontractor's proposal. If the analysis is based on comparison with prior prices, identify the basis on which the prior prices were determined to be reasonable. The analysis should include, but not be limited to, an analysis of: materials, labor, travel, other direct costs and proposed profit or fee rates.
- e. **Special Tooling or Test Equipment:** When special tooling and/or test equipment is proposed, attach a brief description of items and indicate if they are solely for the performance of this particular contract or project and if they are or are not already available in the offeror's existing facilities. Indicate quantities, unit prices, whether items are to be purchased or fabricated, whether items are of a severable nature and the basis of the price. These items may be included under Direct Material in the summary format.
  - f. **Consultants:** When consultants are proposed to be used in the performance of the contract, indicate the specific project or area in which such services are to be used. Identify each consultant, number of hours or days to be used and the consultant's rate per hour or day. State the basis of said rate and give your analysis of the acceptability of the consultant's rate.
  - g. **Travel:** Travel costs must be justified and related to the needs of the project. Identify the number of trips, the destination and purpose. Travel costs should be broken out by trip with number of travelers, airfare, per diem, lodging, etc.
  - h. **Computer Use:** Detail the amount and kind of computer usage, the cost, and how the costs were derived.
  - i. **Facilities Capital Cost of Money:** If Facilities Capital Cost of Money is proposed, a properly executed DD Form 1861 is required.

- j. **Project Funding Profile:** Offerors should include a project funding profile by Government Fiscal Year (GFY) (1 Oct through 30 Sept) for budgetary purposes. This will enable the Government to easily identify program funding needs by GFY.
  - k. If an offeror takes exceptions to the requirements called out in the announcement (e.g., base support, Government-furnished property (GFP), CDRLs), the exceptions should be clearly stated in the cost proposal.
  - l. **Forward Pricing Rate Agreements:** Offerors who have forward pricing rate agreements (FPRA's) and forward pricing rate recommendations (FPRR's) should submit them with their proposal.
  - m. Cost/Business proposals have no page limitations.
3. **Proposal Content Summary:** Offeror may be ineligible for award if all requirements of this solicitation are not met on the proposal due date.

## V. Proposal Review Information

1. **Peer or Scientific Review Criteria:** Proposals will be reviewed using the criteria listed below. The technical aspect, which is ranked as the first order of priority, shall be reviewed based on the following criteria that are of equal order of importance.

### A. Technical:

- 1. Unique and innovative approach to accomplish the technical objectives. New and creative solutions and/or advances in knowledge, understanding, technology, and the state of the art.
  - 2. The offeror's understanding of the scope of the technical effort.
  - 3. Soundness of the offeror's technical approach including whether the proposal identifies major technical risks, clearly defines feasible mitigation efforts, and demonstrates related experience and qualifications of technical personnel.
  - 4. The potential to transition the research and development deliverables to future Government needs. Any proposed restriction on technical data or computer software will be considered.
- b. **Cost/Price:** The cost/price criterion includes the realism of the proposed cost. Cost/Price is a substantial factor, but ranked as the second order of priority. (If an offeror proposes the use of GFP other than any GFP identified in this BAA, and that proposed GFP provides the offeror an

unfair competitive advantage, then FAR 45.202 requires rental equivalent be applied to the Cost Factor for evaluation purposes only).

## 2. **Review and Selection Process:**

A. **Categories:** Based on the Peer or Scientific Review, proposals will be categorized as Selectable or Not Selectable (see definitions below). The selection of one or more sources for award will be based on the Peer or Scientific Review, as well as importance to agency programs and funding availability.

1. **Selectable:** Proposals are recommended for acceptance if sufficient funding is available.
2. **Not Selectable:** Even if sufficient funding existed, the proposal should not be funded.

Note: The Government reserves the right to award some, all, or none of proposals. When the Government elects to award only a part of a proposal, the selected part may be categorized as Selectable, though the proposal as a whole may not merit such a categorization.

B. No other criteria will be used.

C. Prior to award of a potentially successful offer, the Contracting Officer will make a determination regarding price reasonableness.

## VI. **Award Administration Information**

1. **Award Notices:** Offerors will be notified whether their proposal is recommended for award, by letter or e-mail, on or about 1 July 2019 timeframe. The notification is not to be construed to mean the award of a contract is assured, as availability of funds and successful negotiations are prerequisites to any award.
2. **Administrative and National Policy Requirements:** See Section I.
3. **Reporting:** Paragraph I.3.A., CDRLs.

## VII. **Other Information**

1. **Acquisition of Commercial Items:** Based upon market research, the Government is not using the policies contained in Part 12, Acquisition of Commercial Items, in its solicitation for the described supplies or services. However, interested persons may identify to the contracting officer their interest and capability to satisfy the Government's requirement with a commercial item within 15 days of this notice.

2. **Support Contractors:** Only Government employees will participate in Peer or Scientific Reviews. Offerors are advised that employees of commercial firms under contract to the Government may be used to administratively process proposals, monitor contract performance, or perform other administrative duties requiring access to other contractors' proprietary information. These support contracts include nondisclosure agreements prohibiting their contractor employees from disclosing any information submitted by other contractors or using such information for any purpose other than that for which it was furnished.
3. **Debriefings/Informal Feedback Sessions:**
  - A. **Contracts:** If a debriefing is requested in accordance with the time guidelines set out in FAR 15.505 and 15.506, a debriefing will be provided, but the debriefing content may vary to be consistent with the procedures that govern BAAs (FAR 35.016).
4. **Item Unique Identification and Valuation:** It is DoD policy that contractors shall be required to identify the Government's unit acquisition cost for all deliverable end items for which Item Unique Identification applies. Therefore, proposals must clearly break out the unit acquisition cost for any deliverable items. See DFARS 211.274-3, Policy for Valuation, for more information. (Per DoD, "fully burdened unit costs" to the Government would include all direct, indirect, G&A costs, and an appropriate portion of fee). For more information, see the following website:

<https://www.acq.osd.mil/dpap/sitemap.html>
5. **Pre-Award Clearance:** Pursuant to FAR 22.805, a pre-award clearance must be obtained from the U.S. Department Of Labor, Employment Standards Administration, Office Of Federal Contract Compliance Program's (OFCCP) prior to award of a contract (or subcontract) of \$10,000,000 or more unless the contractor is listed in OFCCP's National Pre-award Registry:

[https://ofccp.dol-esa.gov/preaward/pa\\_reg.html](https://ofccp.dol-esa.gov/preaward/pa_reg.html)

Award may be delayed if you are not currently listed in the registry and the contracting officer must request a pre-award clearance from the OFCCP.
6. **Updates of Publicly Available Information Regarding Responsibility Matters:** Any contract or assistance award that exceeds \$550,000.00; and when offeror checked "has" in paragraph (b) of the provision FAR 52.209-7, shall contain the clause/article, FAR 52.209-9 "Updates of Publicly Available Information Regarding responsibility Matters (JUL 2013)."
7. **Proposal Reminders:** You may be ineligible for award if all requirements of this solicitation are not met on the proposal due date.

- A. Proposals are due to the Contracting POC.
- B. Proposals are due no later than the due date and time specified in this announcement.
- C. Proposal page limits are strictly enforced.
- D. The Cost/Business Proposal must contain all information described in the Content and Form of Proposal Submission Section.
- E. Offerors other than small businesses must include a subcontracting plan.
- F. Proposals must be submitted in the format specified.
- G. Offerors who have Forward Pricing Rate Agreements (FPRA's) or Forward Pricing Rate Recommendations (FPRR's) should submit them with their proposal.
- H. Offerors must verify their Cognizant Security Office information is current with Defense Security Service (DSS) at:  
  

[www.dss.mil](http://www.dss.mil)
- I. If effort is subject to export control, offerors must submit a Certified DD Form 2345, Militarily Critical Technical Data Agreement, with proposal.

# ATTACHMENTS

List of Attachments:

1. Model Contract
2. Section K- Representations and Certifications
3. DD 254
4. CDRLs
5. Statement of Objective(s)
6. Statement of Work (SOW) Supplemental Requirements
7. Proposal Adequacy Checklist