

## Step Broad Agency Announcement

### Overview Information

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**NAICS Code:** 541712

**Federal Agency Name:** Air Force Research Laboratory, 711<sup>th</sup> Human Performance Wing, Human Effectiveness Directorate, Bioeffects Division, Radio Frequency Bioeffects Branch (711HPW/RHDR) located at JBSA Ft. Sam Houston, TX.

**Broad Agency Announcement Title:** Directed Energy Bioeffects Research (DEBR)

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

**Broad Agency Announcement Number:** HPW/RHDR-2013-0002

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

**Hard Copy Proposals and Oral Presentation Briefing Materials - Due Date and Time:** **12 April 2013 , no later than 1500 local time at both locations, Wright-Patterson AFB OH, and JBSA Ft. Sam Houston TX.**

***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. Early proposal submission is encouraged.***

**SUBMISSION OF PROPOSAL REQUIREMENTS:**

Hard Copy Proposals and CD ROMs shall be submitted to the Points of Contact (POC) at both locations: Ft. Sam Houston TX and Wright-Patterson AFB OH, as outlined below. There will also be Oral Proposal Presentation requirements as identified in this announcement and in Attachment 7.

Do NOT mail Classified Data to the Contracting POC address. Contact the Technical POC for instructions on mailing any classified data, if applicable.

**Submit Proposals to Technical POC address:** Mr. Leland Johnson, 711 HPW/RHDR, 4141 Petroleum Drive, JBSA Ft. Sam Houston, TX, 78234-2644, Phone: 210-529-7950, [Leland.Johnson.2@us.af.mil](mailto:Leland.Johnson.2@us.af.mil). If any classified data would need to be submitted with the proposal, contact the Technical POC for instructions.

**Submit Proposals to Contracting POCs address: (Primary POC)** Ms. Laurel Prescott, 2310 8<sup>th</sup> Street, Area B – Building 167, Wright-Patterson AFB, OH 45433, Phone: 937-656-4888, [Laurel.Prescott@us.af.mil](mailto:Laurel.Prescott@us.af.mil) or **(SECONDARY POC)** Ms. Pamela Covey, Contracting Officer, 2310 8<sup>th</sup> Street, Area B – Building 167, Wright Patterson AFB, OH 45433, Phone: 937-255-8958, [Pamela.Covey@us.af.mil](mailto:Pamela.Covey@us.af.mil). **Offerors are not to submit any classified data to the Contracting POC's address.**

**Notification of Intent to Propose:** Offerors that anticipate submitting a proposal are requested to submit an e-mail to Ms. Pamela Covey, Contracting Officer, at email [Pamela.Covey@us.af.mil](mailto:Pamela.Covey@us.af.mil) and Ms. Laurel Prescott, at email [Laurel.Prescott@us.af.mil](mailto:Laurel.Prescott@us.af.mil), by 1500 EST, preferably, at **least five (5) business days** prior to the **proposal due date** for record-keeping purposes.

**Submission of Hard Copy & CD ROM of Written Basic IDIQ and Task Order 0001-0004 Proposals:** Offerors must submit **one (1) original** and **7 hard copies of their proposals via mail or hand deliver along with 2 CD-ROMs** to the Technical POC at Ft Sam Houston TX, and mail or hand deliver **one (1) original** and **2 hard-copies along with 2 CD-ROMS** to the Contracting POCs at Wright Patterson AFB, OH identified above. Proposals must be **mailed** or **hand delivered** to the Technical and Contracting POCs. Oral Proposals will be required and offerors are to review Section IV, Proposal and Submission Information and **Attachment 7, Oral Proposal Presentation requirements. EMAILED OR FAXED COPIES OF PROPOSALS WILL NOT BE ACCEPTED.**

**Unclassified Oral Proposal Presentations are Required:** Offerors that submit a written technical proposal for the DEBR effort shall also give an oral presentation on the technical portion of Task Orders 0001-0004, as outlined at Section IV and Attachment 7. **The Oral Proposal Presentation will be evaluated against the same evaluation criteria as the Written Proposal as set forth in Section V, Proposal Review Information. Oral presentations shall be conducted at Ft. Sam Houston, TX on or about 18 April 2013.** Those offerors that submit a written technical and cost proposal will be notified of the exact date, time and location of their technical oral presentation. The briefing material/slides to be used

during the oral presentation is due **with the written proposal, due date stated on page 1.** See Attachment 7 for Oral Proposal Presentation details.

**Order of Precedence:** In the event of a conflict between the written proposal, oral presentation, and the oral presentation briefing slides, the order of precedence is the written proposal, the oral presentation, and then the oral presentation briefing slides.

**DO NOT** mail any classified data to the **Contracting POC address**. If any classified information is to be submitted with the proposal, it shall be in a separate appendix. Offerors are to contact the Technical POC for instructions on mailing any classified data as applicable, and any classified data that is part of the proposal package shall be submitted no later than the time and due date of the written proposal.

**Laboratory Tour:** A one-day laboratory tour of the Tri-Service Research Laboratories Radio Frequency Bioeffects research facilities, 4141 Petroleum Drive, JBSA Ft. Sam Houston, TX in support of 711 HPW/RHDR is scheduled **on 06 March 2013, JBSA Ft. Sam Houston, TX** for interested offerors. **No more than 5 employees per offeror's company may attend, and no questions will be allowed during the lab tour regarding this requirement. Contact the Technical POC at least 2 business days prior to lab tour to give names of offeror's attendees.** The laboratory tour will be conducted and overseen by Air Force personnel, and will be made available for all interested offerors. The purpose of this lab tour is to provide an overview of facilities in which the contractor will be working. Direct questions related to the arrangements and scheduling of the laboratory tour to: Mr. Leland Johnson, Program Manager, Air Force Research Laboratory, 711<sup>th</sup> Human Systems Wing, Human Effectiveness Directorate, 711 HPW/RHDR, 4141 Petroleum Drive, JBSA Ft. Sam Houston, TX 78234-2644, (210) 539-7950, e-mail address: [Leland.Johnson.2@us.af.mil](mailto:Leland.Johnson.2@us.af.mil). **There will not be any questions/answers provided for during the lab tour specifically regarding this requirement as any questions in regards to this particular requirement shall be submitted as directed below herein.**

**Questions and Answers:** Any questions from potential offerors regarding this solicitation, or resulting from the lab tour, are required to be submitted concurrently to the Technical POC, Mr. Leland Johnson, at e-mail address: [Leland.Johnson.2@us.af.mil](mailto:Leland.Johnson.2@us.af.mil), and to the Contracting Officer, Ms. Pamela Covey, at email address, [Pamela.Covey@us.af.mil](mailto:Pamela.Covey@us.af.mil) and Contract Negotiator, Laurel Prescott, at email address, [Laurel.Prescott@us.af.mil](mailto:Laurel.Prescott@us.af.mil), within **three (3) business days after the date of the lab tour whether the potential offeror attends the lab tour or not**. All questions and answers will then be posted to FedBizOpps ([www.fbo.gov](http://www.fbo.gov)). Therefore, the submitted questions and provided answers need to be appropriate for the Public Domain; they must not consist of any sensitive data/information.

**Solicitation Request:** Air Force Research Laboratory, 711<sup>th</sup> Human Performance Wing, Human Effectiveness Directorate, Bioeffects Division, Radio Frequency Bioeffects Branch, (711HPW/RHDR), JBSA Ft. Sam Houston, TX is soliciting technical and cost proposals on the research effort described below. Proposals should be addressed and delivered to the Technical and Contracting POCs stated under **Overview Information** at the beginning of this announcement. This is an unrestricted solicitation. Small businesses are encouraged to propose on this solicitation. The NAICS Code for this acquisition is 541712, and the small business size standard is 500 employees. Proposals submitted shall be in accordance with this announcement. There will be no other solicitation issued in regards to this requirement. Offerors should be alert for any BAA amendments that may permit extensions to the proposal submission date.

**System for Award Management (SAM) Registration (Deviation):** FAR 52.204-99 is included by reference in lieu of FAR 52.204-7, Central Contractor Registration (CCR), and DFARS 252.204-7004, Alternate A, Central Contractor Registration. SAM is the primary Government repository for prospective federal awardee information and the centralized Government system for certain contracting, grants, and other assistance related processes. It replaces CCR/FedReg, On-line Representations and Certifications (ORCA) and the Excluded Parties Lists System (EPLS). Contractors shall be registered in the SAM database prior to submitting an invoice and through final payment of any contract, basic agreement, basic ordering agreement, or blanket purchasing agreement resulting from this solicitation. Contractors may obtain information on registration and annual confirmation requirements via the SAM accessed through <https://www.acquisition.gov> or by calling 866-606-8220.

**Type of Contract:** The Air Force reserves the right to award the instrument best suited to the nature of research proposed. Accordingly, the Government may award any appropriate contract type under the FAR. It is anticipated that awards under this BAA will generally be Cost Plus Fixed Fee (CPFF), Indefinite Delivery/Indefinite Quantity (IDIQ), Completion type contract. Cost reimbursement contracts **require** successful offerors to have an accounting system considered adequate for tracking costs applicable to the contract.) See FAR PART 16 Types of Contracts.

**Estimated Program Cost: \$49,000,000**

**Anticipated Number of Awards:** The Air Force anticipates awarding one award for this announcement.

**Brief Program Summary:** The US Air Force is one of the largest developers and users of radio frequency (RF) and high power microwave (HPM) emitting devices in the world and consequently, has been at the forefront of research on the biological effects of RF/HPM radiation for more than 30 years. The mission of the 711 HPW/RHDR is to protect Air Force personnel from RF/HPM radiation hazards, while minimizing negative operational impact. This requires an extensive research program in the dosimetry and bioeffects of RF/HPM 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. Additionally, data are used to support the rapid development and deployment of directed energy (DE) technologies. The advent of HPM and ultra-wide band directed energy weapons make the 711HPW/RHDR's products and services ever more essential to national security. Our goal is to provide the US Air Force with the world's best RF/HPM bioeffects research and science-based exposure standards, allowing maximum safe exploitation of directed energy for the national defense. With joint-service cooperation, we bring broad expertise, advocacy, and involvement in RF/HPM technology development.

The goal of this effort includes conducting bioeffects research to identify the benefits, risks, and capabilities for a wide range of military RF/HPM systems. Another goal is to predict and mitigate the bioeffects of directed energy on personnel and mission performance, and to exploit the bioeffects of directed energy for DE weapons applications.

In order to protect personnel from RF radiation exposure hazards and assess weapons application of RF/HPM radiation, the military needs to push the state-of-the-art in science in evaluating the bioeffects of DE systems.

***Note: During the course of the contract, and depending on the level of activity under the contract, there is the possibility of either an increase of the dollar ceiling up to 100% of the initial ceiling, or an extension of the ordering period up to 100% of the initial ordering period.***

## Full Text Announcement

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

#### 1. Statement of Objective/Needs:

##### a. Basic Contract

##### i. Background:

The Directed Energy Bioeffects Research (DEBR) contract supports the US Air Force, one of the largest developers and users of radio frequency (RF) and high power microwave (HPM) emitting devices in the world, which has been at the forefront of research on the biological effects of RF/HPM radiation for more than 30 years. The use of Directed Energy (DE) extends to military and commercial applications. While the targeted customers for this effort are primarily concerned with the use and application of RF/HPM radiation technologies, the joint services and others like the Department of Homeland Security along with commercial customers will likely benefit from the research conducted and discoveries made under this program.

Specifically, the DEBR contract aids in the mission accomplishment of the Radio Frequency Bioeffects Branch (711 HPW/RHDR) to protect Air Force personnel from RF/HPM radiation hazards, while minimizing negative operational impact. This will be conducted as part of an extensive research program in the dosimetry and bioeffects of RF/HPM radiation. Research results will be transitioned and transferred to national and international health and safety standards, which will be used by the Air Force Surgeons' General for occupational health and environmental safety, as well as for data to support the rapid development and deployment of DE technologies. The advent of HPM and ultra-wide band for directed energy weapons (DEW) make this effort supporting 711 HPW/RHDR's products and services ever more essential to national security.

##### ii. Scope:

The scope of this effort covers conducting bioeffects research on directed energy (DE) and kinetic energy systems to develop novel bio effects applications and assist in transitioning DoD technologies. Research efforts will include the following technical areas: directed energy weapon effectiveness and safety, directed energy bio-

mechanisms, radio frequency (RF) bioeffects modeling and simulation, and human effectiveness analysis and integration. Biological and behavioral data will be collected, from cell to animal where appropriate, to increase the understanding of the interaction between RF energies (DC-THz) and biological systems. This knowledge will support the development, implementation and utilization of simulation tools to predict the response of biological tissue to RF and High Power Microwave (HPM) energy. These models may then be used to evaluate and support DE system effectiveness, support DE policy decisions, provide parameters for optimal DE use, lead to the development of radio frequency decision support tools for the war fighter, and provide potential methods to counter the bioeffects produced by DE technologies. Additionally, this research will support the Human Effects Center of Excellence by characterizing the risk and effectiveness associated with non-lethal weapon employment.

iii. **Tasks and Technical Requirements/Objectives:**

The work under this effort will be implemented through an indefinite delivery, indefinite quantity (IDIQ) ordering process as contracted by specific task orders that are attached to this BAA.

iv. **Technical Areas /Statement of Objectives:**

(1) **Directed Energy Bio-Mechanisms:**

Conduct proteomic, genomic, and metabolomic studies that identify critical biochemical or molecular changes following exposure to DE prior to or during mission operations that assists in the prediction of health degradation. The goal is to investigate basic mechanism(s) of interactions between biology and RF radiation (DC-THz); and to uncover previously unknown bioeffects of RF exposure that may provide a defensive or offensive capability to the Air Force. Conduct and design laboratory and field research and testing of the bioeffects of RF and DEW systems hardware and software.

(2) **Directed Energy Weapons Effectiveness and Safety:**

Conduct biological effects research in support of the development and deployment of future DE weapons and other emerging technologies that could be beneficial to the Air Force and the war fighter. To accomplish this goal, it is essential to discover and explore new technologies or new potential capabilities. The research will also provide data to aid in the development of tactics, training, and procedures for the safe and optimal use of DE weapons. Research will provide data that evaluates and supports the DE system effectiveness, its policy acceptability, and optimal use. The research leads to a better

understanding of the bioeffects of DE weapons; as well as methods to counter the bioeffects produced by these technologies. This research is intended to characterize behavioral and physiological responses of individuals in response to high average power and high peak power directed energy systems.

**(3) Modeling and Simulation of Radio Frequency Bioeffects:**

Conduct mathematical, statistical, and theoretical analyses necessary for the development of modeling and simulation products. These models will lead to capabilities that include predictive and decision-making software that allow futuristic views of the bioeffects from exposure to RF/HPM radiation. The development and execution of modeling and simulation of electrical current, DE weapons, and radar and communication effects aids in the understanding of effects on and within biological systems.

**(4) Human Effectiveness Analysis and Integration:**

To develop an understanding of the bioeffects associated with exposing humans to counter-personnel, non-lethal weapons is essential for legal, treat, policy, and material development purposes. Without it, escalation of force options cannot be provided to war fighters. The objective of this effort is to provide Human Effects data and information that is necessary to characterize devices and technologies intended for this purpose. In order to accomplish these objectives it is essential to conduct laboratory and field experiments necessary to understand a variety of human effects responses across a wide taxonomy of technologies. These include directed energy, riot control agents, broadband light, acoustic sounds, and blunt impact materials. Another objective is to apply that scientific information by engineering optimal effects-based design parameters for non-lethal weapons. Additionally, this effort will provide Integrated Product Teams with engineering data necessary to not only design devices, but to evaluate and test prototypes during material development phases of the DoD acquisition process.

**2. Deliverable Items:**

- a. Data Items: Potential Contract Data Requirements Lists (CDRLs), DD Form 1423-1, are attached to this solicitation at Attachment 8. Applicable CDRL requirements will be identified in each TO Statement of Objective (SOO). Addition, elimination, or modification of CDRLs may be suggested



by the offeror in their proposal. A final report will be required for each task order, but not required under the basic IDIQ.

- b. Software: Laboratory software as determined by each TO. Delivery format CD-ROM.
- c. Hardware: (including prototypes, residual materials, and uniquely configured or special test equipment), as identified, proposed, and/or agreed to for each TO.

3. **Schedule:**

- a. Overall effort: 78 Months with 60 months allotted for ordering
- b. Data Items: See attached DD Form 1423
- c. Software: To be Determined for each TO
- d. Hardware: To be Determined for each TO

4. **Other Requirements:**

- a. Program security classification: Top Secret/SCI/SAP/SAR -- If a DD254 is applicable, offerors must verify their Cognizant Security Office information is current with Defense Security Service (DSS) at [www.dss.mil](http://www.dss.mil). The DD Form 254 is attached to this BAA and provides the highest security requirements for this program. Only proposals that meet these criteria or have the ability to obtain these security requirements will be considered for contract award.
- b. Export Control: **Information involved in this research effort will be subject to Export Control**, International Traffic in Arms Regulation (ITAR) 22 CFR 120-131, or Export Administration Regulations (EAR) 15 CFR 710-774. If effort is subject to export control then a Certified DD Form 2345, Militarily Critical Technical Data Agreement, will be required to be submitted with proposal.
- c. Export-Controlled Items: As prescribed by DFARS 204.7303, DFARS 252.204-7008, "Export-Controlled Item (APR 2010)" is contained in this solicitation (as shown below). This clause shall be contained in ALL solicitations and resulting contracts.

## EXPORT-CONTROLLED ITEMS (APR 2010)

Definition: "Export-Controlled Items," as used in this clause, means items subject to the Export Administration Regulations (EAR) (15 CFR Parts 730-774) or the International Traffic in Arms Regulations (ITAR) (22 CFR Parts 120-130). The term includes:

- (1) "Defense items" defined in the Arms Export Control Act, 22 U.S.C. 2778(j)(4)(A), as defense articles, defense services, and related technical data, and further defined in the ITAR, 22 CFR Part 120.
  - (2) "Items," defined in the EAR as "commodities", "software", and "technology" , terms that are also defined in the EAR, 15 CFR 772.1.
- d. The Contractor shall comply with all applicable laws and regulations regarding export-controlled items, including, but not limited to, the requirement for contractors to register with the Department of State in accordance with the ITAR. The Contractor shall consult with the Department of State regarding any questions relating to compliance with the ITAR and shall consult with the Department of Commerce regarding any questions relating to compliance with the EAR.
- e. The Contractor's responsibility to comply with all applicable laws and regulations regarding export-controlled items exists independent of, and is not established or limited by, the information provided by this clause.
- f. Nothing in the terms of this contract adds, changes, supersedes, or waives any of the requirements of applicable Federal laws, Executive orders, and regulations, including but not limited to—
- (1) The Export Administration Act of 1979, as amended (50 U.S.C. App.2401, *et seq.*);
  - (2) The Arms Export Control Act (22 U.S.C. 2751, *et seq.*);
  - (3) The International Emergency Economic Powers Act (50 U.S.C. 1701, *et seq.*);
  - (4) The Export Administration Regulations (15 CFR Parts 730-774);
  - (5) The International Traffic in Arms Regulations (22 CFR Parts 120-130); and
  - (6) Executive Order 13222, as extended;

- g. The Contractor shall include the substance of this clause, including this paragraph (e), in all subcontracts.

(End of clause)

**5. 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: Yes. Office work space for up to 35 personnel including computer and phone access as well as lab equipment in various labs in 711 HPW/RHD (Building 3260 at JBSA Ft. Sam Houston, TX), selected vehicles listed below and government owned hazardous materials. **(See paragraph (e) below for more details on Base Support Items)**

**H098 BASE SUPPORT (SEP 2011)**

Base support shall be provided by the Government to the Contractor in accordance with this provision.

(a) Base support includes Government-controlled working space, material, equipment, services (including automatic data processing), or other support, use of the Defense Switched Network (DSN), which the Government determines can be made available at, or through, any Air Force installation where this contract shall be performed. All Government property in the possession of the Contractor, provided through the base support provision, shall be used and managed in accordance with the Government Property clauses.

(b) Unless otherwise stipulated in the contract schedule, support shall be provided on a no-charge-for-use basis and the value shall be a part of the Government's contract consideration.

(c) The Contractor agrees to immediately report (with a copy to the cognizant CAO) inadequacies, defective Government-Furnished Property (GFP), or nonavailability of support stipulated by the contract schedule, together with a recommended plan for obtaining the required support. Facilities shall not be purchased under this provision. Additionally, the Contractor (or authorized representative) shall not purchase, or otherwise furnish any base support requirement provided by the provision (or authorize others to do so), without prior written approval of the Contracting Officer regarding the price, terms, and conditions of the proposed purchase, or approval of other arrangements.

(d) Following are installations where base support will be provided:

Ft. Sam Houston, TX

(e) **The Government support to be furnished under this contract is:**

All base support will be provided at, Building 3260, 4141 Petroleum Dr., JBSA Ft. Sam Houston, TX. **Base support items include: Gov't-Owned Hazardous Materials, Office space, research laboratory space, office and research equipment, specialized research or test facilities, data storage facilities to include IT infrastructure including PCs, servers, and/or data storage and retrieval systems. Contractor will be provided with access to a ¼ ton pickup truck, ½ ton pickup truck, 9 passenger van, ½ ton cargo van and slow speed vehicles, to be used in accordance with AIR FORCE INSTRUCTION (AFI) 24-301, dated 01 November 2008, incorporating through Change 2 on 11 May 2012, certified current as of 17 August 2012. The contractor is provided identification badges, building access and/or security cards/passes, and car registration. 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.**

*Recommend Offerors review AFI 24-301 for Vehicle Usage by Contractors on base as it covers licensing requirements, training, and liability among other requirements.*

<http://www.e-publishing.af.mil/shared/media/epubs/AFI24-301.pdf>

Because of the nature and location(s) of the work performed, the value of such equipment is undeterminable. The Contractor shall not incur any cost resulting from nonsupport prior to Contracting Officer concurrence in accordance with this provision.

#### ALTERNATE I

The Contractor agrees that in the performance of this contract or any major subcontract no direct or indirect costs for property will be incurred if the Government determines that property is available at, or through any Air Force installation where this contract shall be performed.

(f) Contractors will have access to laboratories in 711HPW/RHD building and access to USAF networks. Base support will be determined for each individual task order. TO 0001-0004 will require base support. Occupational Safety and Health Administration's (OSHA) Voluntary Protection Program (VPP) is a systems approach to identify, evaluate, prevent, and control occupational hazards to prevent injuries/illnesses by promoting effective worksite safety and health protection. VPP is

required for applicable contractors defined as "contractors working on an Air Force Installation for more than 1000 hours per quarter to include construction and services contracts." Contractors are responsible for managing their own safety and health program (Public Law 91-596). Contractors are advised to become familiar with VPP and how their performance is linked to the installations pursuit of VPP recognition at the OSHA website,

<http://www.osha.gov/dcsp/vpp/index.html>. **Contractors are required to submit three years of Total Case Incidence Rate (TCIR)/ Day Away, Restricted and/or Transfer Case Rate (DART) data with their proposal for the government's evaluation.**

This VPP submission is not included in the overall page limit. The TCIR and DART are the number of recordable injuries and illness cases per 100 fulltime employees resulting in days away from work, restricted work activity, and/or job transfer that a site has experienced in a given timeframe. Instructions for computing the TCIR and DART data can be found at the OSHA website. Contractors must also provide a copy of their *Safety and Health Plan* and corresponding site checklist with their proposal which must be accepted by the installation safety office prior to contract performance. The contractor's plan shall include appropriate measures to ensure the contractor reacts promptly to investigate, correct and track alleged safety and health violations and/or uncontrolled hazards in contractor work area. Additional installation specific references and policies may be included/attached. The plan shall:

- i. Demonstrate management commitment to employee safety and health;
- ii. Identify the application of the safety and health plan to subcontractors;
- iii. Identify the roles and responsibilities of the following individuals: Management, Supervisors, Employees, and Safety Coordinator;
- iv. Identify applicable safety rules and regulations;
- v. Include a worksite hazard analysis to include base-line hazard identification and required control measures;
- vi. Identify a job site analysis to include hazards of tasks required to control measures;
- vii. Identify employee safety and health training requirement and the documentation process;
- viii. Include a workplace inspection frequency, to include identifying the individual conducting the inspections;

- ix. Include employee hazard reporting procedures;
- x. Identify individual(s) responsible for corrective action hazards;
- xi. Identify first aid/injury procedures;
- xii. Identify procedures for accident investigation and reporting;
- xiii. Identify emergency response procedures; and
- xiv. Identify the process for tracking controlled hazards in contractor work areas.

Any applicable contractor is responsible for establishing these requirements for all subcontractors who qualify as applicable contractors under the resulting contract. In addition, applicable contractors will be required to submit their TCIR and DART rates and OSHA Form 300A annually to the contracting office for consolidation and submission as part of the installation's annual VPP Safety and Health Management report. TCIR and DART rates are due by the 15th of January of each year.

xv. The following applies: AF 5352.223-9001 HEALTH AND SAFETY ON GOVERNMENT INSTALLATIONS (JUN 1997)

(a) In performing work under this contract on a Government installation, the contractor shall:

(1) Comply with the specific health and safety requirements established by this contract;

(2) Comply with the health and safety rules of the Government installation that concern related activities not directly addressed in this contract;

(3) Take all reasonable steps and precautions to prevent accidents and preserve the health and safety of contractor and Government personnel performing or in any way coming in contact with the performance of this contract; and

(4) Take such additional immediate precautions as the contracting officer may reasonably require for health and safety purposes.

(b) The contracting officer may, by written order, direct Air Force Occupational Safety and Health Standards (AFOSH) and/or health/safety standards as may be required in the performance of this contract and any adjustments resulting from such direction will be in accordance with the Changes clause of this contract.

(c) Any violation of these health and safety rules and requirements, unless promptly corrected as directed by the contracting officer, shall be grounds for termination of this contract in accordance with the Default clause of this contract.

- c. Multiple awards subject to Fair Opportunity are not anticipated. The Air Force anticipates making one award for this announcement.
- d. Human subjects may be used in the research studies under this effort. DFARS 252.235-7004, Protection of Human Subject (Jul 2009), will be included in all contracts and task orders awarded under this BAA.
- e. Animal subjects may be used in the research studies under this effort. DFARS 252.235-7002, Animal Welfare (Dec 2011), will be included in all contracts and task orders awarded under this BAA.
- f. Data and Software Rights Desired:
  - i. Technical Data: Unlimited Data Rights
  - ii. Non-Commercial Software (NCS): Unlimited Software Rights
  - iii. NCS Documentation: Unlimited Software Rights
  - iv. Commercial Computer Software Rights: Customary License

The Air Force Research Laboratory is engaged in the discovery, development, and integration of war fighting 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 carefully consider 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. Offers that propose delivery of technical data, NCS, or NCS documentation subject to Government Purpose Rights 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, how the incorporation will benefit the program, and address whether those portions or processes are segregable. The Government expects that delivery of technical data,

NCS, and NCS documentation subject to Government Purpose Rights will fully meet program needs.

Offers that propose delivery of technical data, NCS or NCS documentation subject to Limited Rights, Restricted Rights, or Specifically Negotiated License 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.

Offerors are reminded that the Identification and Assertion of Restrictions on the Government's Use, Release, or Disclosure of Technical Data or Computer Software (the assertions list), required under DFARS 252.227-7013 and DFARS 252.227-7014, is included in Section K and due at time of proposals. Assertions must be completed with specificity with regard to each item, component, or process listed. Nonconforming assertions lists will be rejected.

Note that DFARS 252.227-7014(d) describes requirements for incorporation of third party computer software (commercial and noncommercial). Any commercial software to be incorporated into a deliverable must be clearly identified in the proposal. Because many commercial software licenses are not transferrable or may not be acceptable to the Government, commercial software licenses proposed for delivery to the Government must be approved by the contracting officer prior to award.

As used in this subparagraph, the terms Unlimited Right, Government Purpose Rights, Specifically Negotiated License Rights, and Limited Rights in technical data are as defined in DFARS 252.227-7013. The terms Unlimited Rights, Government Purpose Rights, Specifically Negotiated License Rights, and Restricted Rights in noncommercial computer software and noncommercial software documentation are as defined in DFARS 252.227-7014. The term Commercial Computer Software is as defined in DFARS 252.227-7014.

**Data rights will be reviewed and determined on a TO basis.**

- g. Radioactive Materials may be used on future efforts; therefore, FAR Clause, 52.223-07, NOTICE OF RADIOACTIVE MATERIALS (JAN 1997), will be in any resulting Basic IDIQ contract.
- h. Government-Owned Hazardous Materials will be used on this effort and appropriate clauses are in the Model Contract attached to this BAA at Section I; clauses: DFARS 252.223-7006 PROHIBITION ON STORAGE AND DISPOSAL OF TOXIC AND HAZARDOUS MATERIALS (APR 2012) – ALTERNATE I, (NOV 1995), FAR 52.223-03 HAZARDOUS MATERIAL



IDENTIFICATION AND MATERIAL SAFETY DATA (JAN 1997), and 252.223-7001 HAZARD WARNING LABELS (DEC 1991).

Offerors may contact the Technical POC for a listing of the Hazardous Materials on CD-ROM. All hazardous waste will be disposed of by the government.

**II. Award Information**

**1. Anticipated Award Date: 10 September 2013**

**2. Anticipated Funding for total program:**

	<b>FY13</b>	<b>FY14</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17</b>	<b>FY18</b>	<b>FY19</b>	<b>Totals</b>
R&D (\$M)	<b>5.4</b>	<b>6.4</b>	<b>6.6</b>	<b>6.8</b>	<b>7.2</b>	<b>7.4</b>	<b>7.5</b>	<b>\$47.3</b>
O&M (\$M)	<b>0.2</b>	<b>0.2</b>	<b>0.2</b>	<b>0.2</b>	<b>0.3</b>	<b>0.3</b>	<b>0.3</b>	<b>\$1.7</b>
Total (\$M)	<b>5.6</b>	<b>6.6</b>	<b>6.8</b>	<b>7.0</b>	<b>7.5</b>	<b>7.7</b>	<b>7.8</b>	<b>\$49.0</b>

*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.*

***The following task order efforts will be performed on Base at JBSA Ft. Sam Houston TX.***

**3. Anticipated funding for Task Order 0001:**

**SECURITY CLASSIFICATION LEVEL REQUIRED: Top Secret/SCI/SAP/SAR**

**Period of Performance:** 24 Months technical plus 3 months for final technical report (27 month total)

**List of all Deliverables:**

- Reports: Status, Technical, Financial, Presentation, and Final
- Hardware: Lab prototype hardware (STE)
- Software: Lab data collection and analysis software

**CDRLS:** A001, A002, A003, A004, A005, A006, A007, A008 & A009

	<b>FY13</b>	<b>FY14</b>	<b>FY15</b>	<b>Total</b>
R&D (\$M)	<b>1.1</b>	<b>1.1</b>	<b>1.1</b>	<b>3.3</b>

**4. Estimated funding for Task Order 0002:**

**SECURITY CLASSIFICATION LEVEL REQUIRED: Top Secret/SCI/SAP/SAR**

**Period of Performance:** 24 Months technical plus 3 months for final technical report (27 month total)

**List of all Deliverables:**

- Reports: Status, Technical, Financial, Presentation, and Final
- Hardware: Lab prototype hardware (STE)
- Software: Lab data collection and analysis software

**CDRLS:** A001, A002, A003, A004, A005, A006, A007, A008 & A009

	FY13	FY14	FY15	Total
R&D	1.8	1.8	1.8	5.4
<b>O&amp;M</b>	0.2	0.2	0.2	0.6
Total (\$M)	2.0	2.0	2.0	6.0

*Offerors will need to separately price the R&D work and the O&M work in their cost proposal, as they will be on separately priced CLINs in the task order as applicable. The O&M work is in support of the Research and Development effort, and should be segregated in the SOW.*

**5. Estimated funding for Task Order 0003:**

**SECURITY CLASSIFICATION LEVEL REQUIRED: Top Secret/SCI/SAP/SAR**

**Period of Performance:** 24 Months technical plus 3 months for final technical report (27 month total)

**List of all Deliverables:**

- Reports: Status, Technical, Financial, Presentation, and Final
- Hardware: Lab prototype hardware (STE)
- Software: Lab data collection and analysis software

**CDRLS:** A001, A002, A003, A004, A005, A006, A007, A008 & A009

	FY13	FY14	FY15	Total
R&D (\$M)	1.0	1.0	1.0	3.0

**6. Estimated funding for Task Order 0004:**

**SECURITY CLASSIFICATION LEVEL REQUIRED: Secret**

**Period of Performance:** 24 Months technical plus 3 months for final technical report (27 month total)

**List of all Deliverables:**

- Reports: Status, Technical, Financial, Presentation, and Final
- Hardware: Lab prototype hardware (STE)
- Software: Lab data collection and analysis software

**CDRLS:** A001, A002, A003, A004, A005, A006, A007, A008 & A009

	FY13	FY14	FY15	Total
R&D (\$M)	1.2	1.3	1.3	3.8

***These funding profiles are estimations only and will not be a contractual obligation for funding as all funding is subject to change due to Government discretion and availability.***

**7. Number of awards anticipated:** One. However, the government reserves the right to award all, any, none, or part of, any proposal submitted. The basic IDIQ and TO 0001 are anticipated to be awarded prior to TO 0002-0004. TO's 0002-0004 are anticipated to be awarded soon thereafter the award of the basic IDIQ and TO 0001.

**III. Eligibility Information**

1. **Eligible Offeror:** This is an unrestricted solicitation. Small businesses are encouraged to propose on this solicitation.
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, against this BAA. 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 an 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, the non-sponsoring agency (in this case 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 made 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 Technical and Contracting POCs 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. Any subcontracting arrangements will be handled in accordance with International Traffic in Arms Regulation (ITAR).
  - b. This acquisition involves data that are 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, MI 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. Offerors 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 to 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 is located at <http://www.wpafb.af.mil/shared/media/document/AFD-120614-075.pdf>.
2. **Content and Form of Proposal Submission:** The paragraphs below identify proposal format and content. Proposals should be addressed via mail to the Technical and Contracting POCs as identified in the **Overview Information** at the beginning of this announcement. **Offerors shall propose in detail on the Basic contract as well as TOs 0001-0004. In order to be considered for the entire program award, offerors**

**must propose to the basic contract and all TOs. Detailed Cost and Technical Proposals are required for each TO. Management costs shall be included under individual TOs; there will NOT be a separate Management Task Order (TO).**

a. General Instructions:

i. Offerors should apply the restrictive notice prescribed in the provision of 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 on line at: <http://www.wpafb.af.mil/shared/media/document/AFD-120614-075.pdf>. This guide is specifically designed to assist the offeror in understanding the BAA proposal process.

ii. In order to be considered for the entire program, offerors must propose on the Basic contract and TOs 0001-0004. This will include a separate proposed Statement of Work (SOW) for each Statement of Objective (SOO) provided for the Basic contract and TOs 0001-0004.

iii. Technical/management and cost/business volumes should be submitted in separate volumes, and must be valid for 180 days. Proposals must reference the announcement number BAA: HPW/RHDR-2013-0002.

Offerors must submit their proposals in accordance with the Proposal Submission Requirements under **Overview Information** at the beginning of this announcement. There will be Oral Proposal Presentations required on the Technical proposals along with the hard-copy proposals as reflected under **Overview Information**. See Attachment 7 for requirements for the Oral Proposal Presentations.

iv. **Emailed or faxed copies will NOT be accepted.**

v. Offerors are advised that only contracting officers are legally authorized to contractually bind or otherwise commit the government.

vi. 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.

vii. The cover page must include the BAA title, the name and telephone number for the principal points of contact (both technical and contractual), the offeror's CAGE code and DUNS number, and any other information that identifies the proposal. The cover page must also contain the proprietary data disclosure statement, if applicable. However, the SOW portion of the Technical Proposal shall be formatted

so that it is absent of any proprietary data and, therefore, can be fully incorporated into any resulting award and releasable pursuant to the Freedom of Information Act requirements.

b. Technical/Management Proposal:

- i. **Page Limitations:** The following describes the page limitations on the proposal submittal; **excess pages will not be evaluated.**

**Basic Proposal**

- (1) Proposal shall be limited to **25** pages, prepared and submitted in Microsoft Word format. Resumes are not included in the page limitation. Resumes shall be attached to the technical proposal with no page limitations; however, offerors are requested to keep resumes to less than 30 pages as a goal.
- (2) Font shall be standard 10-point business font Arial.
- (3) Character spacing must be "normal," not condensed in any manner.
- (4) 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.
- (5) 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.
- (6) Pages shall be numbered starting with the cover page being Page 1, and the last page being no greater than Page **25**. 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.
- (7) 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 **8** pages for the basic IDIQ contract.
- (8) A CD ROM with the Microsoft WORD version of the Technical/ Management Proposal and the SOW must be submitted with the hard copies of the proposal, and must match the hard copy.

- (9) Submit Key Technical Personnel Resumes (as part of the Technical Proposal for the overall effort) to include:
- (a) Name
  - (b) Title
  - (c) Security Clearance
  - (d) Education (include dates, institutions, and professional courses)
  - (e) Professional Experience Summary
  - (f) Number of Years in a particular field or area
  - (g) Relevance as it relates to this acquisition
  - (h) Specific experience
  - (i) Current job assignments with dates
  - (j) Past job assignments with dates
  - (k) Professional activities and achievements
  - (l) Awards
  - (m) Significant publications
  - (n) Specific on-the-job meritorious achievements
  - (o) The availability and commitment to perform this effort
- (10) **The Government will check the proposal and SOWs for conformance to the stated requirements. Any pages in excess of the stated page limitation after the format check will not be considered.**

**Task Order Proposals** (TOs 0001 -0004):

- (1) Each TO Proposal shall be limited to **10** pages, prepared and submitted in Microsoft Word format. **SOWS are not included in the 10 page limitation.** SOWS shall be attached to the technical proposal. **There is an 8 page limitation for each SOW.**
- (2) Font shall be standard 10-point business font Arial.
- (3) Character spacing must be "normal," not condensed in any manner.

- (4) 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
  - (5) 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.
  - (6) Pages shall be numbered starting with the cover page being Page 1, and the last page being no greater than Page **10**. 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.
  - (7) The proposal page limit does not include the offeror's proposed TO SOWs; however, the same formatting rules apply to the TO SOWs, which are limited to **8** pages each.
  - (8) A CD ROM with the Microsoft WORD version of your Technical/Management Proposal, the Cost Proposal and the individual SOWs must be submitted with the hard copies of the proposal, and must match the hard copy.
  - (9) The Government will check the proposal and SOWs for conformance to the stated requirements. **Any pages in excess of the stated page limitation after the format check will not be considered.**
- ii. **Basic Proposal** shall include: a discussion of the nature and scope of the research and the technical approach as it applies to the overall Basic contract IDIQ SOO. Additional information on prior work in this area, descriptions of available equipment, data and facilities and resumes of personnel who will be participating in this effort should also be included as attachments to the technical proposal. This volume 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. If Government Furnished Property is requested you are required to submit the following information with your offer—
- (1) A list or description of 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);

(2) The dates during which the property will be available for use (including the first, last, and all intervening months) 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;

(3) The amount of rent that would otherwise be charged in accordance with FAR 52.245-9, Use and Charges; and

(4) 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.

iii. **Task Order Proposals** shall include: a discussion of the nature and scope of the research and the technical approach specific to the SOOs for TOs 0001 -0004. Additional information on prior work in this area, descriptions of available equipment, data and facilities and resumes of personnel who will be participating in this effort should also be included as attachments to the technical proposal. Each proposal shall also include a list of hazardous materials to be used under the proposed effort, if any, and their application. **Offers may obtain a listing of Government provided hazardous materials on CD ROM by contacting the Technical POC, Mr. Leland Johnson.**

iv. Additionally, the offeror shall identify potentially significant environmental issues associated with the proposed effort, if any. This volume shall include a separate SOW (for each TO), 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 SOWs.* Refer to the BAA Guide for Industry referenced above to assist in SOW preparation. If **Government Furnished Property** is requested you are required to submit the following information with your offer—

(1) A list or description of 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);

(2) The dates during which the property will be available for use (including the first, last, and all intervening months) 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;

- (3) The amount of rent that would otherwise be charged in accordance with FAR 52.245-9, Use and Charges; and
  - (4) 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.
- v. Any questions concerning the technical proposal or SOW preparation shall be referred to the Technical POC cited in Section VII, or under Overview Information at the beginning of the announcement.
- c. Cost/Business Proposal:

**Basic Proposal:**

- (1) Business proposal only; no cost proposal applicable or needed for the Basic contract effort.
- (2) The business section should contain all business aspects for the proposed contract such as type of contractual instrument, any exceptions to terms and conditions of the announcement model contract, any information not technically related, etc. Provide rationale for exceptions. Identify any technical data that will be delivered with less than unlimited rights. Refer to the BAA Guide for Industry for detailed proposal instructions. NOTE: See Business Evaluation Criteria, Section V, 1b.
- (3) Business proposals have no page limitations. There is no requirement to double space or specific font or spacing requirements. Refer to the BAA Guide for Industry for detailed proposal instructions.
- (4) Subcontracting plans, for efforts anticipated to exceed \$650,000, shall be submitted along with the technical and cost proposals. 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. An IDIQ contract arrangement is anticipated; therefore, the basis for the subcontracting plan should reflect the entire ceiling amount of the basic IDIQ of \$49M.

**Task Order Proposals** (TOs 0001 -0004):

- (1) Separate the proposal into a business section and cost section.
- (2) The business section should contain all business aspects for the proposed TOs, such as type of contractual task order (cost reimbursement or cost plus fixed fee), any information not

technically related, etc. Provide rationale for exceptions. Provide any technical data that will be delivered with less than unlimited rights. There are no page limitations.

- (3) Cost proposals have no page limitations. There is no requirement to double space or specific font or spacing requirements; however, offerors are requested to keep cost proposals to 30 pages as a goal. The proposal shall be furnished with supporting schedules and shall contain a person hour breakdown per task per government fiscal year (include hours and rates by labor category), material (include any back-up documentation such as vendor quotes, catalog prices, engineering estimates, etc.), indirect rates, travel (include the purpose, length of trip, number of people traveling per trip, and origin and destination), subcontractor analysis, if applicable, and any other direct cost associated with this effort. Refer to the BAA Guide for Industry for detailed proposal instructions. **Adequate price competition is anticipated. The cost proposal should provide sufficient detail to support Government reasonableness and realism analysis.**
- (4) The cost proposal should also contain a top level cost summary with a breakout of all cost elements, hours, and rates preferably by government fiscal year (OCT-SEP), rather than calendar year (or can provide both fiscal and calendar year breakout), and provide supporting cost data.
- (5) The contractor shall bear all costs and expenses associated with complying with all occupational health and safety policies and regulations. The contractor shall provide the Government contracting officer, or designee of the contracting officer, any and all reasonably requested documentation regarding compliance.
- (6) If you are proposing subcontracting effort(s) on any TOs, a subcontract analysis IAW FAR 15.404-3(b) for each subcontractor proposed is required. If you are unable to complete a subcontract analysis, a sealed package containing that subcontractors cost information will need to be submitted with the offerors proposal if the subcontractors proposal is available in time to meet the proposal due date. If the subcontractor cannot provide a proposal to the Prime Offeror in a timely manner to meet the proposal due date, then the subcontractor may submit their subcontract proposal directly to the Government Technical and Contracting POCs as soon as they are available.
- (7) **Proposal Content Summary:** Offeror may be ineligible for award if all requirements of this solicitation are not met on the proposal due date. Reference Section VIII for a Checklist of the requirements.

Do NOT mail Classified Data to the contracting addresses POC; contact the Technical POC for instructions on mailing any classified data.

(8) Offerors will need to separately price the R&D work and any O&M work in their proposal as they will be on separately priced CLINs in the task order where applicable. Any O&M work is in support of the R&D effort.

(9) **Intergovernmental Review:** None

(10) **Funding Restrictions:** The cost of preparing proposals in response to this announcement is not considered an allowable direct charge to any resulting contract or any other contract, but may be an allowable expense to the normal bid and proposal indirect cost specified in FAR 31.205-18.

(11) **Other Submission Requirements:** Proposal submission instructions and POC information for submission of proposals is under **Overview Information** at the beginning of this announcement. There will be briefing material information for the **Oral Proposal Presentations** that is required to be submitted along with the hard-copy proposals, as reflected under **Overview Information and in Attachment 7**. See **Attachment 7** for specific requirements for the Oral Proposal Presentations.

(12) Any questions concerning the business or cost proposal preparations etc., shall be referred to the Contracting POCs cited in Section VII and the **Overview Information** section at the beginning of this announcement.

**Oral Proposal Presentation:**

(1) Offerors that submit a written proposal for the DEBR effort shall also give a Technical Oral Proposal Presentation on Task Orders 0001 – 0004. All requirements regarding the Oral Proposal Presentations are contained in **Attachment 7**.

**V. Evaluation Criteria**

1. The selection of one or more sources for award will be based on an evaluation of each offeror's written (both technical and business aspects) and technical oral proposal presentation to determine the overall merit of the proposal in response to the announcement, as well as Agency need and funding availability. The technical aspect, which is ranked as the first order of priority, shall be evaluated based on the following criteria: Evaluation of the Basic IDIQ proposal is of equal importance to the evaluation of the combined TOs 0001-0004. For the Basic IDIQ and all TOs, all technical

evaluation criteria are of equal importance. Technical criteria are more important than Business criteria, with Cost criteria being of least importance. TOs 0001-0004 are rated equally, and represent the technical areas found in the Basic IDIQ SOW.

If there is a discrepancy between the written and oral presentations, the order of precedence is: written proposal, oral presentation, and then the oral presentation briefing slides.

2. **There will be one technical evaluation done on each TO (0001- 0004) that will consolidate both the written technical proposal and oral proposal evaluations, as they have the same evaluation criteria. There will be a separate technical evaluation done on the Basic IDIQ Proposal.**

**Basic Technical Evaluation Criteria (equal importance):**

- i. Unique and innovative approach proposed to accomplish the technical objectives. New and creative solutions and/or advances in knowledge, understanding, technology, and the state of the art.
- ii. The offeror's understanding of the complete scope of the technical effort required to meet program objectives.
- iii. Soundness of the offeror's technical approach, including the proposed Statement of Work (SOW) and schedule and risk management for achieving program objectives.
- iv. Availability of qualified technical personnel and their experience with the applicable technologies.

**Basic Business Evaluation Criteria**

- i. The offeror's demonstration of the ability to manage, oversee and integrate team members and subcontracting teams and all concurrent TOs, as needed, for successful integration of and completion of program objectives.

**Task Order Technical Oral and Written Criteria (equal importance):**

- i. Unique and innovative approach proposed to accomplish the technical objectives. New and creative solutions and/or advances in knowledge, understanding, technology, and the state of the art.
- ii. The offeror's understanding of the complete scope of the technical effort required to meet program objectives.

- iii. Soundness of the offeror's technical approach, including the proposed Statement of Work (SOW) and schedule and risk management for achieving program objectives.
  - iv. The potential for AFRL to transition the research and development deliverables to future Government needs. Any proposed restriction on technical data or computer software will be considered.
  - v. Availability of qualified technical personnel and their experience with the applicable technologies.
3. **Cost/Price:** Cost/Price includes the reasonableness and realism of the proposed cost and fee and consideration of proposed budgets and funding profiles. Cost/Price is a substantial factor, but ranked as last in order of priority after technical and business criteria. (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).
4. **Proposal Risk Assessment:** Proposal risk for technical, cost, and schedule will be assessed as part of the evaluation of the above evaluation criteria. Proposal risk relates to the identification and assessment of the risks associated with an offeror's proposed approach as it relates to accomplishing the proposed effort. Tradeoffs of the assessed risk will be weighed against the potential payoff.
5. **Review and Selection Process**
- a. **Categories:** The technical and cost proposals will be evaluated at the same time and categorized as follows:
    - i. **Category I:** Demonstrates technical merit; is important to agency programs; and presents relevant experience and access to adequate resources. Risk is acceptable. The cost/price is reasonable and realistic. Proposals in Category I are recommended for acceptance (subject to availability of funds) and normally are displaced only by other Category I proposals.
    - ii. **Category II:** Demonstrates technical merit; is important to agency programs; and presents relevant experience and access to adequate resources; but requires further development. Risk is acceptable. The cost/price is reasonable and realistic. Category II proposals are recommended for acceptance, but at a lower priority than Category I.
    - iii. **Category III:** Does not demonstrate technical merit; does not meet agency needs; does not present adequate experience or resources; the risk level is unacceptable; or the cost/price is not reasonable or realistic.

- b. No other evaluation criteria will be used for the Basic IDIQ effort and TOs. The Air Force reserves the right to select for award any, all, part or none of each proposal received on the Basic IDIQ or TO proposals.

## **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 the *June 2013 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.2.a., CDRLs.

## **VII. Agency Contacts**

1. **Address technical questions to:** Mr. Leland Johnson, 711 HPW/RHDR, 4141 Petroleum Drive, JBSA Ft. Sam Houston, TX, 78234-2644, Phone: 210-529-7950, [Leland.Johnson.2@us.af.mil](mailto:Leland.Johnson.2@us.af.mil).
2. **Address contracting questions to:** **PRIMARY POC:** Ms. Laurel Prescott, 2310 8<sup>th</sup> Street, Area B- Building 167, Wright-Patterson AFB, OH 45433, Phone: 937-656-4888, [Laurel.Prescott@us.af.mil](mailto:Laurel.Prescott@us.af.mil) or **SECONDARY POC,** Ms. Pamela Covey, Contracting Officer, 2310 8<sup>th</sup> Street, Area B-Building 167, Wright-Patterson AFB, OH 45433, Phone: 937-255-8958, [Pamela.Covey@us.af.mil](mailto:Pamela.Covey@us.af.mil).

## **VIII. Other Information**

1. **Acquisition of Commercial Items:** The AFRL IRB (International Research Requirements) will be used for all Human Subject Research. Based upon market research, the Government is not using the policies contained in FAR 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 evaluate proposals for selection. 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. **Communications:** Dialogue between prospective offerors and the Government representative is encouraged until submission of proposals. 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.
4. **Debriefings:** When requested, a debriefing will be provided. The debriefing process will follow the time guidelines set out in FAR 15.505 and 15.506, but the debriefing content may vary to be consistent with the procedures that govern BAAs (FAR 35.016).
5. **Wide Area Work Flow:** NOTICE: Any contract award resulting from this solicitation will contain the clause at DFARS 252.232-7003, Electronic Submission of Payment Requests and Receiving Reports (Jun 2012) which requires electronic submission of all payment requests. Any contract resulting from this solicitation will establish a requirement to use WAWF-RA for invoicing and receipt/acceptance, and provide coding instructions applicable to this contract via the clause at DFARS 252.232-7006, Wide Area Workflow Payment Instructions (Jun 2012). Contractors are encouraged to take advantage of available training (both web-based and through your local DCMA office), and to register in the WAWF-RA system. Information regarding WAWF-RA, including the web-based training and registration, can be found at <https://wawf.eb.mil>. Note: This WAWF-RA requirement does not apply to Universities that are audited by an agency other than DCAA.
6. **Item Identification and Valuation:** Any contract award resulting from this solicitation may contain the clause at DFARS 252.211-7003, Item Identification and Valuation, (Jun 2011) which requires unique item identification and valuation of any deliverable item for which the Government's unit acquisition cost is \$5,000 or more; subassemblies, components, and parts embedded within an item valued at \$5,000 or more; or items for which the Government's unit acquisition cost is less than \$5,000 when determined necessary by the requiring activity for serially managed, mission essential, or controlled inventory. Also included are any DoD serially managed subassembly, component, or part embedded within a delivered item and the parent item that contains the embedded subassembly, component, or part. Per DFARS 211.274-3 Policy for Valuation, it is DoD policy that contractors shall be required to identify the Government's unit acquisition cost for all items delivered, even if none of the criteria for placing a unique item identification mark applies. Therefore, your proposal must clearly break out the unit acquisition cost for any deliverable items. Per DFARS 211.274-3 Policy for Valuation, "The Government's unit acquisition cost is the Contractor's estimated fully burdened unit cost at time of delivery to the Government for cost type or undefinitized line, subline, or exhibit line items" (Per DoD, "fully burdened unit costs" to the Government would include all direct, indirect, G&A costs, and an appropriate portion of fee). If you have questions regarding the Unique Item Identification requirements, please contact the Contracting Point of Contact listed above. For more information, see the following website:



<http://www.acq.osd.mil/dpap/pdi/uid/index.html>. The contract will also include DFARS 252.211-7007, Reporting of Government-Furnished Equipment in the DoD Item Unique Identification (IUID) Registry (Nov 2008).

7. **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.
8. **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 <http://www.dol-esa.gov/preaward>. This registry indicates that the contractor has been found to be "in compliance" within the past two years with The Equal Employment Opportunity (EEO) regulations that the OFCCP is mandated to enforce. The registry is updated nightly and facilities reviewed more than 2 years ago are removed and new ones are added. 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.
9. **Limitations on Pass-Through Charges:** As prescribed in FAR 52.408(n)(1) & 52.408(n)(2), provisions 52.215-22, "Limitations on Pass Through Charges – Identification of Subcontract Effort (Oct 2009)," and 52.215-23, "Limitations on Pass-Through Charges (Oct 2009)," are contained in this solicitation by reference. Any contract valued greater than the threshold for cost or pricing data threshold, except fixed price contracts awarded on the basis of adequate price competition, resulting from this solicitation, shall contain the Clause at FAR 52.215-23 (or Alt I).
10. **Protection of Human Subjects:** All human use protocols must go through the AFRL IRB on base before research can be performed - there are no waivers. The AFRL IRB will be used for all Human Subject Research as applicable to this effort. No protocols have been submitted to the AFRL IRB for this effort. The Human Research Protection Official (HRPO) currently resides at the AF Surgeon General's office (AF/SGCE). The following clause will be included in all contracts made under this BAA.

#### **DFARS 252.235-7004 PROTECTION OF HUMAN SUBJECTS (Jul 2009)**

(a) Definitions. As used in this clause-

(1) "Assurance of compliance" means a written assurance that an institution will comply with requirements of 32 CFR Part 219, as well as the terms of the assurance, which the Human Research Protection Official determines to be appropriate for the research supported by the Department of Defense (DoD) component (32 CFR 219.103).

(2) "Human Research Protection Official (HRPO)" means the individual designated by the head of the applicable DoD component and identified in the component's Human Research Protection Management Plan as the official who is responsible for the oversight and execution of the requirements of this clause, although some DoD components may use a different title for this position.

(3) "Human subject" means a living individual about whom an investigator (whether professional or student) conducting research obtains data through intervention or interaction with the individual, or identifiable private information (32 CFR 219.102(f)). For example, this could include the use of human organs, tissue, and body fluids from individually identifiable living human subjects as well as graphic, written, or recorded information derived from individually identifiable living human subjects.

(4) "Institution" means any public or private entity or agency (32 CFR 219.102(b)).

(5) "Institutional Review Board (IRB)" means a board established for the purposes expressed in 32 CFR Part 219 (32 CFR 219.102(g)).

(6) "IRB approval" means the determination of the IRB that the research has been reviewed and may be conducted at an institution within the constraints set forth by the IRB and by other institutional and Federal requirements (32 CFR 219.102(h)).

(7) "Research" means a systematic investigation, including research, development, testing, and evaluation, designed to develop or contribute to generalizable knowledge. Activities that meet this definition constitute research for purposes of 32 CFR Part 219, whether or not they are conducted or supported under a program that is considered research for other purposes. For example, some demonstration and service programs may include research activities (32 CFR 219.102(d)).

(b) The Contractor shall oversee the execution of the research to ensure compliance with this clause. The Contractor shall comply fully with 32 CFR Part 219 and DoD Directive 3216.02, applicable DoD component policies, 10 U.S.C. 980, and, when applicable, Food and Drug Administration policies and regulations.

(c) The Contractor shall not commence performance of research involving human subjects that is covered under 32 CFR Part 219 or that meets exemption criteria under 32 CFR 219.101(b), or expend funding on such effort, until and unless the conditions of either the following paragraph (c)(1) or (c)(2) have been met:

(1) The Contractor furnishes to the HRPO, with a copy to the Contracting Officer, an assurance of compliance and IRB approval and receives notification from the Contracting Officer that the HRPO has approved the assurance as appropriate for the research under the SOW and also that the HRPO has reviewed the protocol and accepted the IRB approval for compliance with the DoD component policies. The Contractor may furnish evidence of an existing assurance of compliance for acceptance by the HRPO, if an appropriate assurance has been approved in connection with previous research. The Contractor shall notify the Contracting Officer immediately of any suspensions or terminations of the assurance.

(2) The Contractor furnishes to the HRPO, with a copy to the Contracting Officer, a determination that the human research proposed meets exemption criteria in 32 CFR 219.101(b) and receives written notification from the Contracting Officer that the exemption is determined acceptable. The determination shall include citation of the exemption category under 32 CFR 219.101(b) and a rationale statement. In the event of a disagreement regarding the Contractor's furnished exemption determination, the HRPO retains final judgment on what research activities or classes of research are covered or are exempt under the contract.

(d) DoD staff, consultants, and advisory groups may independently review and inspect the Contractor's research and research procedures involving human subjects and, based on such findings, DoD may prohibit research that presents unacceptable hazards or otherwise fails to comply with DoD procedures.

(e) Failure of the Contractor to comply with the requirements of this clause will result in the issuance of a stop-work order under Federal Acquisition Regulation clause 52.242-15 to immediately suspend, in whole or in part, work and further payment under this contract, or will result in other issuance of suspension of work and further payment for as long as determined necessary at the discretion of the Contracting Officer.

(f) The Contractor shall include the substance of this clause, including this paragraph (f), in all subcontracts that may include research involving human subjects in accordance with 32 CFR Part 219, DoD Directive 3216.02, and 10 U.S.C. 980, including research that meets exemption criteria under 32 CFR 219.101(b). This clause does not apply to subcontracts that involve only the use of cadaver materials.

(End of clause)

**Note: The contractor shall bear all costs and expenses associated with complying with all occupational health and safety policies and regulations. The contractor shall provide the contracting officer, or designee of the**

**contracting officer, any and all reasonably requested documentation regarding compliance.”**

**Note: The selected Offeror will be required to establish a Federal Wide Assurance (FWA), for the Protection of Human Subjects, after award if they do not already have a FWA. There is no requirement for offerors to provide evidence of having the FWA with their proposal.**

11. **Protection of Animal Subjects:** The following clause will be included in all contracts made under this BAA.

**DFARS 252.235-7002 ANIMAL WELFARE (DEC 2011)**

(a) The Contractor shall register its research facility with the Secretary of Agriculture in accordance with 7 U.S.C. 2136 and 9 CFR Subpart C, and Section 2.30, and furnish evidence of such registration to the Contracting Officer before beginning work under this contract.

(b) The Contractor shall acquire animals only from dealers licensed by the Secretary of Agriculture under 7 U.S.C. 2133 and 9 CFR Subpart A, Sections 2.1 through 2.11, or from sources that are exempt from licensing under those sections.

(c) The Contractor agrees that the care and use of animals will conform to the pertinent laws of the United States and regulations of the Department of Agriculture (see 7 U.S.C. 2131 et. seq. and 9 CFR Subchapter A, Parts 1 through 4).

(d) The Contracting Officer may immediately suspend, in whole or in part, work and further payments under this contract for failure to comply with the requirements of paragraphs (a) through (c) of this clause.

(1) The suspension will stay in effect until the Contractor complies with the requirements.

(2) Failure to complete corrective action within the time specified by the Contracting Officer may result in termination of this contract and removal of the Contractor's name from the list of contractors with approved Public Health Service Welfare Assurances.

(e) The Contractor may request registration of its facility and a current listing of licensed dealers from the Regional Office of the Animal and Plant Health Inspection Service (APHIS), United States Department of Agriculture (USDA), for the region in which its research facility is located. The location of the appropriate APHIS regional office, as well as information concerning this program may be obtained by contacting the

Senior Staff Officer, Animal Care Staff, USDA/APHIS, Federal Center Building, Hyattsville, MD 20782.

(f) The Contractor shall include this clause, including this paragraph (f), in all subcontracts involving research of live vertebrate animals.

(End of clause)

Any disposal of animal waste will be handled by the government veterinarian staff on premises.

12. **Animal Use Research:** The IRB office is not a POC for Animal Use research. The IRB Office deals only with human use research. However, the 711 HPW does have an animal use committee that reviews activity with the use of animals. This committee is called the Institutional Animal Care and Use Committee (IACUC). The point of contact is Ms. Brenda Schimmel, the IACUC Administrator, at (937) 255-4253. You may also find more information, forms, templates, policies and related information at the IACUC website link: <https://livelink.ebs.afrl.af.mil/livelink/llisapi.dll/Open/IACUCStart>
13. **Ombudsman:** The Ombudsman clause, AFFARS 5352.201-9101 Ombudsman (May 2011) will be contained in any contracts or agreements resulting from this Solicitation. The AFRL Ombudsman is Barbara G. Gehrs, Director of Contracting, AFRL/PK, (937) 904-4407, email: [Barbara.Gehrs@us.af.mil](mailto:Barbara.Gehrs@us.af.mil), fax: (937) 656-7321.
14. **Post-Award Small Business Program Rerepresentation:** As prescribed in FAR 19.308, FAR Clause 52.219-28, "Post-Award Small Business Program Rerepresentation (Apr 2009)," is incorporated by reference in this solicitation. This clause will be contained in any contracts resulting from this solicitation. This clause requires a contractor to rerepresent its size status when certain conditions apply. The clause provides detail on when the rerepresentation must be complete and what the contractor must do when a rerepresentation is required.
15. **Employment Eligibility Verification:** As prescribed by FAR 22.1803, FAR Clause 52.222-54, "Employment Eligibility Verification (Jan 2009)," is hereby incorporated by reference in this solicitation. Any contract awarded as a result of this BAA that is above the Simplified Acquisition Threshold, and contains a period of performance greater than 120 days, shall include this clause in its contract. This clause provides the requirement of contractors to enroll as a Federal Contractor in the E-Verify program within 30 days after contract award.
16. **Reporting Executive Compensation and First-Tier Sub-contract/Sub-recipient Awards:** As prescribed by FAR 4.1403(a), FAR 52.204-10, "Reporting Executive Compensation and First-Tier Subcontract Awards," is hereby incorporated by reference in this solicitation. Any contract valued at \$25,000 or more, excluding classified contracts or contractors with individuals,

must contain this clause. Any grant or agreement award resulting from this announcement may contain the award term set forth in 2 CFR, Appendix A to Part 25, [www.ecfr.gov](http://www.ecfr.gov).

**17. Updates of Publicly Available Information Regarding Responsibility**

**Matters:** Any contract or assistance award that exceeds \$500,000.00; and when an offeror checked "has" in paragraph (b) of the provision 52.209-7, shall contain the clause/article, 52.209-9, "Updates of Publicly Available Information Regarding Responsibility Matters (Jan 2011)."

**18. Contractor Business Systems:** DFARS 252.242-7005, Contractor Business Systems, is hereby incorporated by reference.

**19. Training:** The Government will provide training for both the Information Security training and Antiterrorism Awareness training as defined by AFI 31-401 (Information Security Program Management) and AFI 10-245 (Air Force Antiterrorism Standards).

**20. Proposal Content Checklist:** Offerors 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 Technical and Contracting POCs, as listed in **Overview Information** at the beginning of this announcement and in Section VII of this announcement.
- b. Proposals are due no later than the due date and time specified in **Overview Information** at the beginning of this announcement.
- c. Proposal page limits are strictly enforced. See Section IV.2.b.of this announcement for page limits.
- d. Completed Certifications and Representations (Section K) are due with the proposal. Certifications and Representations (Section K) can be found in the cost proposal.
- e. The Cost/Business Proposal must contain all information described in the Content and Form of Proposal Section.
- f. For any subcontracts proposed, the Cost/Business Proposal must contain a subcontractor analysis IAW FAR 15.404-3(b).
- g. The Cost/Business Proposal must contain any exceptions to the sample Model Contract Terms and Conditions. (See Attachment 6 for sample model contract). However, be advised that the document awarded may include contract line items (CLINs)/clauses/articles in addition to those in the model, and/or some of the CLIN/clauses/articles in the models may be deleted, depending on the specific circumstances of the individual program. Any additions or deletions will be discussed with the offeror prior to award of the document. In the interest of streamlining and in

order to be in position to award within days of completion of the technical evaluation, it is imperative that you review the model contract appropriate for your business type and provide with your proposal any exceptions to terms and conditions.

- h. Offerors other than small businesses are to include a subcontracting plan for the Basic **IDIQ Ceiling Amount of \$49,000,000**, in Microsoft Word Readable Format on a CD ROM as well as a hard copy.
- i. Proposals must be submitted in the format specified in Section IV.
- j. Offerors who have Forward Pricing Rate Agreements (FPRA's) and Forward Pricing Rate Recommendations (FPRR's) should submit them with their proposal.
- k. If a DD254 is applicable, offerors must verify their Cognizant Security Office information is current with Defense Security Service (DSS) at [www.dss.mil](http://www.dss.mil).
- l. If effort is subject to export control, offerors must submit a Certified DD Form 2345, Militarily Critical Technical Data Agreement, with proposal.
- m. Provide a total cost summary in your cost proposal for each task order reflecting the breakout by government fiscal year ending 30 SEP, ***and also*** by Calendar year, of all proposed cost elements, hours, and rates, and a total column for the effort.

ATTACHMENTS:

- 1) ID/IQ SOO
- 2) T.O. 0001 SOO
- 3) T.O. 0002 SOO
- 4) T.O. 0003 SOO
- 5) T.O. 0004 SOO
- 6) Model Basic IDIQ Contract
- 7) Oral Presentation Guidelines
- 8) CDRLS
- 9) DD Form 254