Advanced Research Announcement (ARA)

Overview Information

**NAICS Code:** The NAICS Code for this acquisition is 541715 and the small business size standard is 1,000 employees.

**Federal Agency Name:** Air Force Research Laboratory (AFRL) – 711th Human Performance Wing

**ARA Title:** Air Force Research Laboratory (AFRL) Chemical, Biological, Radiological and Nuclear (CBRN) Survivability

**ARA Type:** This is the Initial Announcement

**ARA Number:** FA8650-18-S-6002

**THIS WILL BE A TWO-STEP SOLICITATION:**

**First Step: WHITE PAPER DUE DATE AND TIME:** This ARA is open and effective until 14 Mar 2023. White papers will be considered if received any time prior to 14 Mar 2023 at 5:00PM Wright-Patterson AFB, OH local time.

**Second Step: PROPOSAL DUE DATE AND TIME:** To be provided in the Requests for Proposals sent to offerors that submit White Papers considered to meet the needs of the Air Force.

**NOTE:** Any white paper received at the Government Office designated in this ARA after the exact time specified for receipt of offers is “late” and will not be considered except at the Contracting Point of Contact’s discretion. 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 white paper and proposal submissions are encouraged.

**Submission:** White Papers must be submitted to the Contracting Point of Contact (POC): Ms. Jessica Anderson, Contracting Officer, AFRL/RQKHB, via mail to 2130 8th St., Bldg. 45, Wright-Patterson AFB, OH 45433-7541. If it is determined that a classified white paper is required, please DO NOT deliver any classified portion of the white paper to the email address listed above or to Bldg. 45 address listed above, but rather contact the POCs listed in this ARA for specific delivery instructions.

**Solicitation Request:** Air Force Research Laboratory, 711 HPW/RH Airman Systems Directorate, Wright-Patterson Air Force Base is soliciting white papers on the research effort described below pursuant to the authority of 10 U.S.C. 2373, Procurement for Experimental Purposes.
Type of Contract/Instrument: The Air Force intends to award Contract(s) and/or Other Transaction(s) Pursuant to 10 U.S.C. 2373, based on the instrument deemed most appropriate. It is anticipated that Contract awards under this ARA will generally be Cost Reimbursement or Firm Fixed Price (FFP). REMINDER: Cost reimbursement contracts require successful offerors to have an accounting system considered adequate for tracking costs applicable to the contract.

NOTE: If proposing a Federal Acquisition Regulation (FAR) based contract, the FAR clause references in this ARA shall apply. This announcement incorporates FAR and supplement provisions and clauses by reference. The full text of these provisions and clauses can be found at http://farsite.hill.af.mil.

If proposing an Other Transaction (OT) Pursuant to 10 U.S.C. 2373, these FAR references and clauses would not apply. The terms and conditions of an OT agreement should be developed and negotiated on a case-by-case basis.

Estimated Program Cost: The total estimated program value is $46,000,000 with multiple awards ranging from $50,000 to $46,000,000 (the Government reserves the right to modify or exceed this amount if necessary).

Anticipated Number of Awards: The Air Force anticipates awarding multiple awards for this announcement. However, the Air Force reserves the right to award zero, one, or more other transactions or contracts for all, some or none of the solicited effort based on the offeror’s ability to perform desired work and funding fluctuations. There is no limit on the number of agreements or contracts that may be awarded to an individual offeror.

Brief Program Summary:
The AFRL Chemical, Biological, Radiological, and Nuclear (CBRN) Survivability program will enable the fulfillment of the Air Force Research Laboratory’s (AFRL) responsibility to the Air Force Material Command (AFMC) Commander as defined in AFI 10-2607 to assist system, command, and joint program offices with research and development (R&D), modeling and simulation (M&S), experimentation, testing, technology demonstrations, and analysis related to CBRN Survivability to mitigate the evolving CBRN threat environment that faces US and allied forces around the world.

System for Award Management (SAM) Registration: SAM is the primary Government repository for prospective federal awardee information and the centralized Government system for awards. It replaces CCR/FedReg, On-line Representations and Certifications (ORCA) and the Excluded Parties Lists System (EPLS). Offerors shall be registered in the SAM database prior to submitting an invoice and through final payment of any award resulting from this ARA. Offerors may obtain information on registration and annual confirmation requirements via the SAM accessed through https://www.acquisition.gov or by calling 866-606-8220.

Communication Between Prospective Offerors and Government Representatives: Dialogue between prospective offerors and Government
representatives listed below 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. No guidance related to technical approach will be given. However, questions related to the objectives of the effort or prior similar efforts may be answered. Only Contracting Officers are legally authorized to commit the Government.

**Address technical questions to the Technical POCs:**

William Greer, 711HPW/RHXM, (937) 255-2436, William.Greer.5@us.af.mil

**Address contracting questions to the Contracting POCs:**

Ms. Jessica Anderson, Contracting Officer, AFRL/RQKHB, (937) 713-9864, jessica.anderson.31@us.af.mil; or

Ms. Cherie See, Contracting Officer, AFRL/RQKHB, (937) 713-9850, Cherie.See@us.af.mil
Full Text Announcement

I. Program Description: Air Force Research Laboratory (AFRL), 711 Human Performance Wing, Airman Systems Directorate is soliciting white papers (and later technical and cost proposals) on the following research effort: AFRL CBRN Survivability.

Background:
The AFRL Chemical, Biological, Radiological, and Nuclear (CBRN) Survivability program will enable the fulfillment of the Air Force Research Laboratory’s (AFRL) responsibility to the Air Force Material Command (AFMC) Commander as defined in AFI 10-2607 to assist system, command, and joint program offices with research and development (R&D), modeling and simulation (M&S), experimentation, testing, technology demonstrations, and analysis related to CBRN Survivability to mitigate the evolving CBRN threat environment that faces US and allied forces around the world.

1. Statement of Objectives/ Description of Technical Area(s):
The program has five objectives:
   a. Research, develop, and test counter-CBRN Intelligence, Surveillance and Reconnaissance (ISR) capabilities to address Combatant Command-derived requirements
   b. Advance CBRN survivability decision making capabilities through novel, dynamic methodologies which leverage DoD CBRN resources allowing globally deployed forces to better employ CBRN resources consistent with geographic factors and regional threats
   c. Enhance the CBRN survivability of aircraft and other mission critical systems through the development of innovative CB survivability methodologies and capabilities
   d. Promote airman and warfighter performance and survivability through the development of CBRN survivability decision aids as well as aircrew and weapon system CBR protection capabilities
   e. Research and develop agile, rapid, and operational decontamination methods to address the challenges airman face when constrained to sustain operations in CB environments

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: DD Form 1423-1 CDRLs will be utilized on contract awards. Other Transactions will specify data on a case by case basis, as necessary.
   b. Final Report: To be delivered under each award, 3 months after the end of the technical effort.
   c. Software: To be determined on each award.
d. Hardware: To be determined on each award.

4. Schedule:
   a. Overall effort: Approximately 12-48 months period of performance per award which includes technical performance and 3 months for preparation of the final technical report.
   b. Data Items: Specified on individual CDRL(s) in any resultant contract or in Other Transaction article.
   c. Software: Specified on individual CDRL(s) in any resultant contract or in Other Transaction article.
   d. Hardware: Specified on individual CDRL(s) in any resultant contract or in Other Transaction article.

5. Other Requirements:
   a. Depending on the nature of individual awards under this solicitation, work may range from Unclassified to Top Secret. Top Secret/ Sensitive Compartmented Information (TS/SCI) is possible. Special Access Program (SAP) is also possible. Accordingly, some awards under this effort may require a TOP SECRET facility clearance and TOP SECRET safeguarding capability. If a DD254 is required, offerors must verify their Cognizant Security Office information is current with Defense Security Service (DSS) at www.dss.mil.
   b. OPSEC: See sample DD254 (Attachment 1) and SOO (Attachment 2) OPSEC guidance.
   c. Export Control: Information involved in this research effort is 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.
   d. Export-Controlled Items: As prescribed by DFARS 225.7901-4, DFARS 252.225-7048, “Export-Controlled Item (JUN 2013)” will be contained in ALL resulting contract awards.

6. Other Information:
   a. Government Furnished Property (GFP): To be determined for each award. In accordance with FAR 45.201(b), the contractor is responsible for all costs related to making the property available for use, such as payment of all transportation, installation or rehabilitation costs. If GFP is requested in a proposal, the following clauses/provisions apply:
      (1) FAR 52.245-1 Government Property or FAR 52.245-1, Alt II if the resulting contract is with a nonprofit organization or applied research at nonprofit organizations (APR 2012)
      (2) FAR 52.245-9 Use and Charges (APR 2012)
      (3) DFARS 252.211.7007, Reporting of Government-Furnished Property (AUG 2012)
b. Base Support/ Network Access: Provision of Base Support/Network access will be determined for each award. If a contractor requires use of available base support, the request/list of required base support must be included in the white paper and proposal.

c. Available Base Facilities: RHX facilities/labs (office space and office equipment, including desk and chairs), internet access (Commercial and AFNET), telephone services, access to base computer network, Common Access Card (CAC).

d. Data Rights Desired: The government desires Unlimited Rights for all technical data, non-commercial software (NCS), and NCS documentation developed using government funds, however due to the desired use of commercially-developed space internet technologies in this program more restrictive data rights are anticipated and will be considered where appropriate.

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 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 how the data was developed at private expense. Specifically, offers 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 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 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 are due at time of proposal submission. Assertions must be completed with specificity. Each assertion must identify both the data and each such item, component, or process listed. 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 NONCOMMERCIAL):
DFARS 252.227-7014(d) describes requirements for incorporation of third party computer software. Any third party software (commercial and noncommercial) to be incorporated into a deliverable must be clearly identified in the proposal. Prior to delivery of any third party software, the contractor will obtain an appropriate license for the Government, and the written approval of the contracting officer.
Any third party software to be delivered to the Government that are not reasonably identifiable at proposal submission, must still be approved by the contracting officer prior to incorporation into a system deliverable. This obligation to obtain preapproval by the contracting officer, as described above, continues throughout contract administration.

The Government will neither accept nor execute a DD Form 250 for the software deliverables until the Contractor obtains from all third party software suppliers and/or vendors (Licensor) licenses that comply with the following terms and conditions for the Government (Licensee):

(1) The license shall not subject the Government to liability that is indefinite or indeterminate, such as an indemnification clause, as it would constitute an obligation in advance or in excess of an appropriation and violate the Anti-Deficiency Act.
(2) The license shall not create a contingent liability for the Government. This includes, but is not limited to: unilateral price increases, automatic assessment of charges, and automatic renewal of the license.
(3) The license shall be governed by Federal Statutes, Case Law, and Federal Regulations, and shall not be subject to the laws or jurisdiction of any municipality, state, or foreign country.
(4) 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.

(5) The license shall not comment on entitlement to attorney fees.

(6) The Licensor shall not have the authority to unilaterally terminate the license. All remedies available shall be consistent with the Disputes Clause in the underlying basic contract.

(7) The Licensor shall not have the right to enter the premise or monitor the networks of Licensee for the purpose of auditing the use of the license.

(8) The Licensor shall not use any injunctive relief clauses as the Licensor cannot prevent the Licensee from performing mission operations.

(9) The Licensor shall not have the authority to control any litigation between a third party and the Licensee.

(10) The Licensor shall not use the fact that the Licensee is using the Licensor's products in any notification to the public (e.g., no publicity rights permitted).

e. Use of hazardous materials, human testing, animal testing, radiological sources, materials or ozone depleting chemicals as part of the research will be considered on a case by case basis to determine merit of their use in furthering development and testing.

II. Award Information

1. Anticipated Award Date: Award dates will vary.

2. Anticipated funding for the program (not per agreement/contract):

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This funding profile is an estimate only and not a contractual obligation for funding. All funding profiles listed are subject to change due to Government discretion and availability. Budgets are subject to unanticipated fluctuations in any or all areas with little or no notice.

3. Number of awards anticipated: To be determined.

III. Eligibility Information

1. Eligible Offeror: This is an unrestricted solicitation. Businesses of all size are encouraged to propose on all or any part of 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 ARA. 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 POC identified in the ARA. If those discussions result in a mutual interest to pursuit your agency’s participation, the effort will be pursued independent of this announcement.

5. Other:
   a. Foreign Participation: Foreign participation is not authorized. Foreign Nationals (FNs) can be employed by the US Prime Contractor or Sub-Contractor; however, FNs will be limited to Public Domain information unless the contractor has obtained the proper License or Technical Assistance Agreement that authorizes disclosure of CMI and/or CUI to foreign entities pursuant to the Department of State’s ITAR or Department of Commerce’s EAR. Public Domain information is defined as information that is releasable to the general public and sometimes referred to as open source material. Examples include but are not limited to newspapers, magazines and information posted on the internet. Any proprietary information will have to be appropriately protected.
   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, 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 white papers/proposals an offeror may submit.
   d. You may be ineligible for award if all requirements of this solicitation are not met on white paper (and later proposal) due date as identified above.
IV. White Paper / Proposal and Submission Information

1. Overview: This Announcement consists of a Two-Step Process described in detail below. White Papers/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 review white papers/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.

ONLY WHITE PAPERS ARE BEING SOLICITED AT THIS TIME. WHITE PAPERS WILL BE ACCEPTED THROUGH 14 MARCH 2023.

Offerors should be alert for any ARA amendments.

2. First Step (White Paper) Instructions:
   a. General: The FIRST STEP requests a white paper and a rough order of magnitude (ROM) cost. The white paper shall include a discussion of the nature and scope of the research and the offeror’s proposed technical approach. The Government will review the white papers in accordance with the FIRST STEP Peer or Scientific Review criteria, set forth in Section V below. Based on this review, the Government will determine which of them have the potential to best meet the Air Force’s needs. Offerors will be notified of the disposition of their white paper. It is anticipated that Government review of the white papers submitted will take 15 (fifteen) working days. Those offerors submitting white papers assessed as meeting Air Force needs will be asked to submit a technical and cost proposal. Those offerors not requested to submit a technical and cost proposal will be notified and may not submit a technical and cost proposal. Unsuccessful offerors will have the opportunity to receive a feedback session. An offeror submitting a proposal without first submitting a white paper will not be eligible for an award. The cost of preparing white papers in response to this Solicitation 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.
   b. Page Limitation: The White Paper shall be limited to 6 (six) pages, prepared and submitted in Word format. Font shall be standard 10-point business font Arial. Character spacing must be “normal,” not condensed in any manner. 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. 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. Pages shall be numbered starting with the cover page being Page 1, and the last page being no greater than Page 6 (six). 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, resumes, etc. The Government will not consider pages in excess of these limitations. Offerors should submit 1 original and 1 hard copy of the White Paper via mail to the Contracting POC, identified in the Overview Information. A CD with the WORD version of your White Paper must be submitted with the hard copies of the White Paper, and must match the hard copy.

c. **Format:** The white paper will be formatted as follows:

1. **Section A:** ARA Number (FA8650-18-S-6002), Title of Program (AFRL CBRN Survivability), Name of Company, Business Size, Company’s Commercial and Government Entity (CAGE) number, Dun & Bradstreet (D&B) Data Universal Numbering System (DUNS) number, Contracting POC and Technical POC with appropriate telephone numbers, fax numbers, and email addresses for the POCs, Classified level at which company is cleared, contractor address for forwarding classified material (name, address, zip code), cognizant security office (name, address, zip code), and offeror’s security officer’s name and telephone number).

2. **Section B:** Period of Performance and Task Objectives

3. **Section C:** Technical Summary and Proposed Deliverables

4. **Section D:** Cost of Task (Rough Order of Magnitude (ROM))

d. **Technical Portion:** The technical portion of the white paper shall include a discussion of the nature and scope of the research and the offeror’s proposed technical approach/solution. It may also include any proposed deliverables. Resumes, descriptions of facilities and equipment, and proposed Statement of Work are not required at this point.

e. **Cost Portion:** The cost portion of the white paper shall include a ROM cost estimate. No detailed price or cost support information should be forwarded; only a time-phased bottom line figure should be provided.

f. **Other Information:** Multiple white papers within the purview of this announcement may be submitted by each offeror. If the offeror wishes to restrict its white papers, they must be marked with the restrictive language stated in FAR 52.215-1(e).

g. **White Paper/Proposal Content Summary:** You may be ineligible for award if all requirements of this solicitation are not met on the proposal due date.

3. **Second Step (Proposal) Instructions:**

a. **General Instructions:**

1. The **SECOND STEP** consists of offerors submitting a technical and cost proposal within **30 (thirty)** working days of the proposal request. After receipt, proposals will be reviewed in accordance with the award criteria in Section V. below. Proposals will be categorized and subsequently selected for negotiations.

2. Technical/management and cost/business volumes should be submitted in separate volumes and must be valid for 180 days.

3. Proposals must reference the announcement number FA8650-18-S-6002.
(4) Offerors must submit one-original and one additional hard copy of their proposals to the Contracting POC.

(5) Offerors must include 1 (one) CD in Microsoft Office or Adobe format containing all electronic versions of required submittals. All electronic versions must match the hard copies.
   a) The cost file(s) spreadsheets 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 labeled 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 ARA 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 technical POC for delivery instructions.

b. **Offerors must propose each of the following to be considered for an IDIQ award:**

   (1) Basic IDIQ
      a) Basic IDIQ proposal-Technical and Management
      b) Basic IDIQ Statement of Work (SOW)
      c) Basic IDIQ Business Proposal (including Subcontracting Plan, if applicable, in accordance with FAR 19.7)

   (2) At least one Task Order must be proposed if an IDIQ is proposed. The following are requirements for each proposed Task Order.
      a) Proposal-Technical and Management
      b) SOW
      c) Cost (T.O.s only) and Business Proposal

c. **Technical/Management Proposal:**

   (1) Page Limitations: The following describes proposal page limitations:
      a) The Technical/Management Proposal shall be limited to 35 (thirty-five) pages. Technical/Management proposals and Statements of Work must be provided in Microsoft Word. Signed pages may be submitted in Adobe.
      b) If an ID/IQ effort is proposed, the Technical/Management Proposal shall be limited to 25 (twenty-five) pages for the Basic IDIQ; and the Technical/Management Proposal shall be
limited to **35 (thirty-five) pages for each T.O.** with the pages prepared and submitted in Microsoft Word format.

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 being no greater than the page limitations imposed above. 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, resumes, etc.

h) The proposal page limit does not include the offeror’s proposed Statement of Work (SOW); however, the same formatting rules apply to the SOW, which is limited to **10 (ten) pages**.

i) **Please Note:** The Government will check the proposal and SOW for conformance to the stated requirements. Any pages in excess of the stated page limitation after the format check will not be considered for review purposes.

(2) The Technical/Management proposal(s) shall include a discussion of the nature and scope of the research and the technical approach. If an ID/IQ effort is proposed, the Technical/Management proposal(s) for the Basic IDIQ and each proposed T.O. 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 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(s) shall include a SOW(s) 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.** In addition to the contractor proposed SOW, a Government generated SOW attachment containing additional contracting requirements will be included in any resulting contracts.
(3) Any questions concerning the technical proposal or SOW preparation shall be referred to the Technical POC.

d. **Cost/Business Proposal:**

   (1) Separate the proposal into a business section and cost section.

   a) 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, any information not technically related, etc. Provide rationale for exceptions.

   b) Identify any technical data that will be delivered with less than unlimited rights.

   c) 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.


   e) Completed Certifications and Representations are due with the proposal. Offerors may also be required to submit updated or supplemental Certifications and Representations based on the specifics of their proposal.

   f) If an offeror proposes the use of Government Furnished Property (GFP), other than GFP identified in the ARA, the offer must specifically identify each piece of GFP in the Cost/Business Proposal. 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 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 reflect the offeror’s financial plan for accomplishing the effort contained in the technical proposal. As a 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 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)), 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.

e. **Proposal Content Summary:** You may be ineligible for award if all requirements of this solicitation are not met on the proposal due date.
V. White Paper/Proposal Review Information

1. FIRST STEP – White Paper Peer or Scientific Review Criteria:  The Government will review White Papers to determine which of them have the potential to best meet the Air Force’s needs based on the following criteria (items ‘a’, ‘b’, and ‘c’ are of equal importance, and item ‘d’ is less important when compared to other evaluation criteria):

a. 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.

b. The offeror’s understanding of the scope of the technical effort.

c. Soundness of the offeror’s technical approach.

d. Affordability (Proposed ROM Cost Estimate).

2. SECOND STEP – Proposal Peer or Scientific Review Criteria:
Proposals will be reviewed against the criteria listed below. The technical aspect, which is ranked as the first order of priority, shall be reviewed based on the following criteria (items 1, 2, 3, and 4 are of equal importance):

a. Technical:
   (1) 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.
   (2) The offeror’s understanding of the scope of the technical effort.
   (3) Soundness of the offeror’s technical approach, including the proposed Statement of Work (SOW) and schedule and risk management for achieving program goals.
   (4) The potential for AFRL to transition the research and development deliverables to future Government needs. Any proposed restrictions on technical data or computer software will be considered.

b. Cost/Price:  The cost evaluation includes the realism of the proposed cost. Cost/Price is a substantial factor, but ranked as the second order of priority.

c. IDIQs:  Evaluation of the basic proposal is of higher importance than evaluation of the task order proposal.
   (1) Basic IDIQ: Technical criteria 1, 2, 3, and 4 are of equal importance.
   (2) Task Orders: Technical criteria 1, 2, 3, and 4 are of equal importance.
3. **SECOND STEP / PROPOSAL - 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 on or about 30 working days from the date of proposal submission. The notification is not to be construed to mean the award of an other transaction and/or a contract is assured, as availability of funds and successful negotiations are prerequisites to any award.

2. **Administrative and National Policy Requirements:** Refer to Section I.

3. **Reporting:** Refer to Section I.

**VII. Other Information**

1. **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.

2. **Informal Feedback Sessions:** When requested, an informal feedback session will be provided. The process will follow the time guidelines outlined in the notification letter.

3. **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](http://www.dol-esa.gov/preaward). Award may be delayed if you are not currently listed in the registry and the contracting officer must request a pre537724award clearance from the OFCCP.

4. **Updates of Publicly Available Information Regarding Responsibility Matters:** Any contract that exceeds $500,000.00; and when an 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).

5. **White Paper/Proposal Reminders:** You may be ineligible for award if all requirements of this solicitation are not met on the proposal due date.
   
   a. **Step One:** White Papers are due to the Contracting POC.
   
   b. **Step One:** White Papers are due no later than the due date and time specified in this announcement.
   
   c. **Step One and Step Two:** White Paper and Proposal page limits are strictly enforced.
   
   d. **Step One and Step Two:** White Paper and Proposals must be submitted in the format specified.
   
   e. **Step Two:** Proposals are due to the Contracting Officer.
   
   f. **Step Two:** The Cost/Business Proposal must contain all information as described in the Cost/Business Proposal Submission Section.
   
   g. **Step Two:** Offerors other than small businesses must include a subcontracting plan.
   
   h. **Step Two:** Offerors who have Forward Pricing Rate Agreements (FPRAs) or Forward Pricing Rate Recommendations (FPRRs) should submit them with their proposal.
   
   i. **Step Two:** If a DD254 is applicable, offerors must verify their Cognizant Security Office information is current with the Defense Security Service (DSS) at [www.dss.mil](http://www.dss.mil).
   
   j. **Step Two:** Due to this effort being subject to export contract, offerors must submit a Certified DD Form 2345, Militarily Critical Technical Data Agreement, with proposal.