OVERSEAS ALTERNATIVE CONTENT DISTRIBUTION
DEFENSE MEDIA ACTIVITY

Agency-Wide BAA

DMA-BAA-17-01

Original Posting Date: 08/08/17

COMMON CUT OFF: White papers must be received by 09/25/2017 14:00 HOURS. PAPERS RECEIVED AFTER THIS DATE AND TIME WILL NOT BE REVIEWED
FEDERAL AGENCY NAME: Defense Media Activity (DMA)

OPPORTUNITY TITLE: OVERSEAS ALTERNATIVE CONTENT DISTRIBUTION- Broad Agency Announcement (BAA)

OPPORTUNITY NUMBER: DMA-BAA-17-01

NAICS: 515120

PSC: D304

APPLICABLE DATES:
- BAA POSTING DATE: 08-08-2017
- BAA OPEN PERIOD: 08-08-2017 TO 09-25-2017
- COMMON CUT OFF: White papers must be received by 09/25/2017 at 14:00 HOURS. PAPERS RECEIVED AFTER THIS DATE AND TIME WILL NOT BE REVIEWED
- PROPOSER SUBMISSION AND SELECTION DEADLINES:
  - STEP 1- “WHITE PAPERS” - Submissions will be accepted throughout the BAA open period
  - STEP 2 – “PROPOSALS” - Upon Government request throughout BAA open period and as a result of white papers received during open period

SUMMARY DESCRIPTION: The DMA mission is to help military commanders quickly deliver vital “command” information to widely distributed US Forces overseas as well as to provide the overseas military audience American entertainment, news and sports programming. Currently, the vital command information and American programming are combined at a central facility, than distributed worldwide via satellite. The content is received via a satellite dish/decoder then locally delivered by various means: broadcast radio, Internet-based application, local cable vendors, and from dish/decoder directly to televisions. These methods are expensive and may not comport with how the audience typically consumes content.

DMA is interested in the full range and full scope of possible “innovative ideas” from all interested and qualified sources, in delivering protected content to the disparate authorized audiences. DMA seeks a complete ecosystem of content acquisition, aggregation and delivery, or elements thereof to be considered. In addition to current operations in this space, DMA welcomes and encourages participation by, and potentially with both “traditional and non-traditional” members (e.g. large businesses, small businesses, independent consultants, academic institutions, consortium participants, other) that may assist the agency in alternative, less costly, state of the art, more efficient ways of acquiring content, globally distributing and locally delivering vital DoD information and American entertainment programming to US Forces overseas and aboard ships at sea.

ANTICIPATED AWARDS: Multiple awards are possible under this BAA, although no commitments or promises are made in this regard, with a variety of different award types possible. The BAA open period is addressed above and allows for white papers and any subsequent proposals to be submitted during the specified time frame only.

TOTAL FUNDING AVAILABILITY FOR AWARD(S): The number and variety of types of awards possible, including any associated resources made available to support the initiatives under this BAA will depend upon the
quality of submissions received and the availability of funds.

**TYPES OF INSTRUMENTS THAT MAY BE AWARDED:** Procurement contracts.

### AGENCY CONTACT INFORMATION:

**BAA White Paper Email Address:** Kristen.A.Mistichelli.civ@mail.mil

*NOTE: All email submissions to the government must include the name, email address, and telephone number of an authorized company, or other interested party, point of contact.*

**DMA Website:** [http://www.dma.mil](http://www.dma.mil)
**AFN Website:** [http://myafn.net](http://myafn.net)
I. OPPORTUNITY DESCRIPTION – "INNOVATION"

A. Summary

IMPORTANT: Offerors may propose solutions to one area, multiple areas, and/or may offer a full (end to end) solution to the requirement stated herein.

DMA will accept proposals for innovative ideas for acquiring, distributing and delivering audio and visual content to include any or all of the following:

- Acquiring content
  - Alternatives to acquiring commercial American programming content
  - Alternatives to acquiring commander’s vital information
- Distributing content worldwide
  - Alternatives to distributing American programming content worldwide (either acquired by the government or provided by a vendor)
  - Alternatives to distributing commander’s vital information to overseas military communities
  - Delivering content locally from the distribution means to the audience
- Locally delivering content including either commander’s information, or American programming, or both to a variety of audience devices (radio, television, computers, mobile devices, etc.)
  - Innovations for distribution to overseas military communities in Europe, Asia, and the Americas.
  - Innovations for distribution to ships at sea and isolated land locations without substantial civil infrastructure or internet access.

B. Current Situation

Defense Media Activity (DMA) is the Department of Defense agency that performs common services for the Army, Navy, Marine Corps, Air Force and other DoD entities operating around the world.

DMA operates a worldwide radio and television network serving overseas commanders, American service men and women, U.S. Government civilian employees, and their families living and operating in 169 countries outside the United States, its territories or possessions, as well as U.S. Navy ships at sea. The network provides overseas commanders a way to inform their overseas military community of information important to their day-to-day wellbeing and vital to their safety and security during man-made crisis and natural disasters. Commander’s originate this information and AFN distributes it to the audience. The commander’s information, or other government information, replaces interstitial commercial advertisements in the content stream. Commercial advertisements are not distributed so as to avoid the perception of government endorsement in accordance with provisions of the DoD Joint Ethics Regulation and contractual obligations with DMA’s programming suppliers.

American programming consists of news, sports and other entertainment – serials, talk shows, prime-time entertainment, movies.
The environment for delivery includes but is not limited to, areas away from commercial infrastructure and at sea, DMA provides American programming that may be their only link back to American culture and society. Delivering to them is our first priority. In other overseas areas, similar American programming may be available by alternate distribution means, but it is prohibitively expensive for the audience. In a few overseas areas with substantial infrastructure, alternative distribution and delivery methods may be available at a reasonable cost.

The government currently operates the network by collecting commander’s information and the commercial entertainment at the government-run facility in Riverside, California. It then combines and encodes the content. It distributes the content worldwide via eight full-time linear television channels, 24 digital radio channels, and five serial data services on separate C-band and Ku-band satellite streams to land based locations. It also distributes a lower quality signal to very remote land locations and to ships at sea via three full time linear television channels and three audio services over a C-Band satellite network. The satellite signals are then distributed locally by various means including:

- Dish/decoder/television,
- Dish/decoder/FM radio broadcast (29 military-run stations),
- Dish/decoder/on-base cable vendor
- Access controlled Internet based ‘radio’ application.

American radio and television programming provided to the government for distribution – including live radio and television sports events – is acquired gratis or at very low cost because we assure content providers that it goes to the troops/families and nowhere else; content security is paramount. Additionally, for this reason, no paid “commercials” or advertising is allowed. These spots are currently replaced with command information. All content is encrypted from the point of origin at government broadcast facility and decrypted at the destination through the use of decoders designed solely for the government implemented network. The decoders are serial numbered, provided or purchased by authorized audience members and routinely audited. If found or suspected not to be in the possession of an authorized audience member, individual decoders can be removed from the authenticated list and no longer decode the transmission. We currently use a web-based Conditional Access authentication portal that uses the DoD’s authoritative personnel data base to authenticate the status and location of DoD personnel.

Local military-run broadcast radio stations are highly valued by military community commanders because of their ability to quickly reach locally disbursed forces and families – radio is the ‘go-to’ capability during a natural or manmade crisis.

Government responsibilities include:

- Moving commander’s information content to the government broadcast facility
- Acquiring American radio and television content, including live broadcast events, from commercial and other sources
- Preparing and combining content for distribution
- Worldwide content distribution via satellite – or other approach as proposed by offerors
- Local radio broadcast infrastructure

Audience responsibilities include:

- Acquiring dish/decoder, or acquiring local cable subscription
- Acquiring audience devices like radios, televisions, computers and mobile devices
II. INFORMATION CONCERNING POTENTIAL AWARDS

A. GOVERNMENT “MAJOR EMPHASIS” CONSIDERATIONS

In no particular order:

DMA is interested in all potential concepts/ideas of interest for acquiring content, distributing content worldwide, and locally delivering content to the audience with widely varying access to commercial civil infrastructure. The following are major emphasis areas.

- Government cost effective. Cost effective means the value of the alternative is worth the cost to the government. The intention is the overall cost of delivering programming overseas to the Department of Defense does not increase.

- Audience cost effective. Cost effective means the value of the alternative is worth the cost to the audience, and increased costs are offset by the perceived value of the content. The intention is the cost to the audience is low.

- Non-government infrastructure. Less government implemented infrastructure may be in the best interest of DMA and the Department of Defense.

- Multiple local delivery means and audience devices.

- Content types.
  - Command information. The DoD defines it as “Communication by a military organization directed to the internal audience that creates an awareness of the organization’s goals, informs them of significant developments affecting them and the organization, increases their effectiveness as ambassadors of the organization, and keeps them informed about what is going on in the organization.” Includes radio and television formats and delivered at short notice or deliberately scheduled.
    
    Live American programming. Typically this content is distributed in near real time of their occurrence in radio or television formats. Examples are sports, news and similar events.

    Other American programming. Typically pre-recorded content distributed at a later time in radio and television formats. Examples are talk shows, comedy, movies, lifestyle programming.

- Content distribution rights. Any solution must consider how distribution rights are secured from the content owners for live or other American programming based on audience location.

- Audience type consideration. There are a few distinct overseas (non-US locations) audience types to consider:
o Audiences in austere locations and at sea (primary audiences). This includes authorized audience members living and working in physically remote areas on land with little to no access to commercial civil infrastructure like terrestrial telecommunications. This may include temporary bases with limited infrastructure. Also includes audience members on ships at sea.

o Audiences on enduring bases. This includes authorized audience members living and working on permanent military installations that typically have telecommunications infrastructure or contracted access to civil telecommunications infrastructure.

o Audiences near, but not on enduring bases. This includes authorized audience members working on permanent military installations but who live outside the military base. This audience may have access to widely varying levels of civil infrastructure. Internet capabilities may be limited by bandwidth, throughput, and cost.

o Timely deliver

o Reliability, 24/7 delivery

o Global reach

With respect to this emphasis, DMA intends, through publication of this BAA and through other reasonable, available, and appropriate mechanisms, to establish, maintain and foster continuous opportunity for outreach, potential partnership and dialogue with all interested and qualified parties that may significantly assist DMA in achieving objectives. To promote rapid collaboration between the parties in a fiscally constrained operating environment, parties should note that the DMA places a significantly higher value on ideas, concepts and proposals that promote quick testing of applications or proof-of-concept in shorter periods of time, without committing the government to potential award scenarios that result in protracted performance periods.

B. FUNDING RESTRICTIONS

Funding for any awards made as a result of this BAA is subject to the availability of funds.

C. POSSIBLE “AWARD TYPES” AND BASIS FOR AWARD

In all instances, the government reserves the right to select for negotiation all, some, or none of the proposals received in response to this solicitation, and make awards without discussions with proposers. The government, however, reserves the right to conduct discussions with a proposer if the government determines this to be necessary and in the government’s best interests. However, the government need not conduct discussions with all proposers but may hold discussions with only some proposers or only one proposer.

In addition, the government may permit a proposer to submit a proposal revision as part of discussions. However, the government may, at its discretion, provide only some or only one
proposer the opportunity to revise its proposal. If multiple proposers are permitted to revise their proposals the government need not give every proposer the same amount of time in which to submit proposal revisions and may establish differing (i.e., uncommon) cut-off dates for receipt of proposal revisions.

The government additionally reserves the right to accept proposals for award in their entirety, or to select only portions of proposals thereof for award, and to reshape and re-scope effort into phases or blocks, including short periods of performance with the potential for options, if appropriate, to quickly prototype or otherwise substantiate proof-of-concept, or to assess on a continuing or ongoing basis the validity or feasibility of the effort for greater potential agency use or further adoption as may be appropriate.

In the event that only portions of a proposal are considered for possible award, the government anticipates that discussions may be held between the parties. In all cases, the government shall have sole discretion to select the appropriate award instrument type and to negotiate all appropriate terms and conditions with potential selectees.

Awards under this BAA, if any, will be made to proposers whose proposals are deemed to be the most advantageous to the government on the basis of the evaluation criteria contained herein and on the basis of the availability of funding for the proposed effort. The government reserves the right to request any additional, necessary documentation once it makes the award instrument determination or initial selection decision.

The government reserves the right to remove proposers from award consideration should the parties fail to reach agreement on award terms, conditions or cost/price within a reasonable time or the proposer fails to timely provide requested additional information.

III. PARTICIPANT ELIGIBILITY REQUIREMENTS

A. ELIGIBLE PARTICIPANTS

All responsible sources capable of satisfying the objectives of this solicitation announcement are encouraged to reply in accordance with the instructions specified herein, to include historically traditional partners and non-traditional potential partners that maybe interested in doing business with the government, but that have infrequently, or perhaps never before, done so.

Historically Black Colleges and Universities (HBCUs), Small Businesses, Small Disadvantaged Businesses and Minority Institutions (MI) are encouraged to submit ideas for award and to join other parties in doing so. At the present time it is not envisioned that any portion of this solicitation announcement will be specifically reserved or set-aside for exclusive competition among these entities.

Federally Funded Research and Development Centers (FFRDCs) and government entities (e.g., Government/National laboratories, military educational institutions, etc.) are subject to applicable direct competition limitations and it is anticipated that they will not propose to this BAA. FFRDCs desires of proposing anything under this BAA cannot do so unless the following conditions are specifically met:

(1) FFRDCs must clearly demonstrate that the proposed work is not otherwise available from the private sector, and (2) FFRDCs must provide a letter on official letterhead from their sponsoring organization citing the specific authority that establishes the FFRDCs eligibility to potentially compete with industry by proposing to Government solicitations, and (3)
FFRDCs must include information that substantiates compliance with the FFRDCs associated sponsor agreement terms and conditions. This information is required irrespective of whether the FFRDC proposes as a prime, first-tier subcontractor, or lower-tiered subcontractor at any level. Government entities desirous of proposing anything under this BAA cannot do so unless they clearly demonstrate: (1) the proposed work is not otherwise available from the private sector, and (2) provide official written documentation citing the specific statutory authority and contractual authority, if relevant, establishing their ability to propose to Government solicitations.

At the present time, DMA does not consider 15 U.S.C. 3710a to be sufficient legal authority to show eligibility. While 10 U.S.C. 2539b maybe the appropriate statutory starting point for some entities, specific supporting regulatory guidance, together with any associated and required approvals, will be required to fully establish eligibility. DMA will consider eligibility considerations provided by FFRDCs and Government entities on a case-by-case basis, however, the burden of proof to establish eligibility rests with the respondent.

Non-U.S. parties may participate to the extent that such sources comply with applicable statutes and necessary regulations appropriate to the circumstances.

**B. PROCUREMENT INTEGRITY, STANDARDS OF CONDUCT, ETHICAL CONSIDERATIONS, AND CONFLICTS OF INTEREST**

Current federal employees are prohibited from participating in particular matters involving conflicting financial, employment, and representational interests (18 U.S.C. 203, 205, 208). With respect to any proposals that may ultimately be submitted in response to this BAA, proposers are notified that the government will assess all submissions for the existence or appearance of any potential conflicts of interest. Notwithstanding any government assessment that shall be conducted as a result of receipt of proposal submissions, it is principally incumbent upon the party submitting any proposal to the government for award to assess all facts relevant to the existence or potential existence of a conflict of interest and disclose such information to the government for appropriate consideration. Conflicts may be either organizational or personal. Because of the significant myriad of potential scenarios and situations that may be prevalent concerning an actual or possible conflict of interest and the time, effort, and expense that may be involved in submitting proposals to the government for award, proposers are encouraged to contact the government at Kristen.A.Mistichelli.civ@mail.mil in the event a proposer believes a conflict of interest exists or may exist (whether organizational or otherwise), or has questions concerning the particulars of the situation in question. With respect to any interested party that may already be doing business with DMA and contracted to provide scientific, engineering, technical assistance (SETA) or similar support, such parties are hereby notified that without prior written agency approval and authorization, such entities will not be authorized to simultaneously provide SETA or similar support, and also be a technical performer.

**C. COST SHARING/FUNDS MATCHING**

Cost sharing is not required, however, it will be carefully considered. When there is a reasonable probability of a potential commercial application related to any potentially funded research and development initiative under this BAA, DMA encourages participant cost share.

**D. OTHER ELIGIBILITY CRITERIA**

Although not required, where it is logical, feasible, and may result in potentially greater
efficiencies, leveraged capability, or probability for success, collaborative/teaming arrangements between multiple parties in responding to this BAA is encouraged.

IV. HOW DO I SUBMIT AN “INNOVATIVE” IDEA TO DMA?

A. SECURITY CONSIDERATIONS

Engagement with DMA on matters pertaining to this BAA should be unclassified.

B. PROPRIETARY/INTELLECTUAL PROPERTY CONSIDERATIONS

To the extent necessary and appropriate, “proprietary” information may be submitted in accordance with the instructions contained herein.

With respect to “proprietary” information considerations associated with this BAA, the following is applicable:

Proposers that include in their white papers or proposals data that they do not want disclosed to the public for any purpose, or used by the Government except for evaluation purposes, shall --

(1) Mark the title page with the following legend inserting the term “white paper” instead of “proposal” when a white paper is being submitted:

“This proposal includes data that shall not be disclosed outside the Government and shall not be duplicated, used, or disclosed -- in whole or in part -- for any purpose other than to evaluate this proposal. If, however, a procurement or assistance instrument is awarded to this proposer as a result of -- or in connection with -- the submission of this data, the Government shall have the right to duplicate, use, or disclose the data to the extent provided in the resulting instrument. This restriction does not limit the Government’s right to use information contained in this data if it is obtained from another source without restriction. The data subject to this restriction are contained in sheets [insert numbers or other identification of sheets]”; and

(2) Mark each sheet of data it wishes to restrict with the following legend:

“Use or disclosure of data contained on this sheet is subject to the restriction on the title page of this proposal.”

If an interested party is submitting a white paper or proposal under this BAA for potential award, they are hereby advised that DMA policy is to treat submissions as source selection information (see FAR 2.101 and 3.104), or to otherwise protect the contents of the information submitted, and to disclose the contents only for purposes of evaluation.

With respect to restrictive notices that may have been applied by the party submitting information to the government for possible award, all parties are hereby notified that submissions may be handled by support contractors for administrative purposes and/or to assist with technical evaluation activities. All DMA support contractors performing this role, however, are bound by appropriate nondisclosure agreements and FAR 9.505-4(b) will be followed if applicable.
C. PHASES/STEPS RECOMMENDED FOR ENGAGEMENT

(1) **STEP 1- SUBMISSION OF “WHITE PAPERS”**

Parties interested in engaging the DMA with “innovative” topics of interest are asked to submit a “White Paper” for review, prior to submission of any proposal related information.

NOTE: SEE APPENDIX A FOR “WHITE PAPER” PREPARATION AND SUBMISSION INSTRUCTIONS.

(2) **STEP 2 - SUBMISSION OF “PROPOSALS”**

Offerors are asked to submit a “White Paper”, to DMA for review, prior to submission of any proposal related information. SEE STEP 1 above.

In response to a “White Paper” submission or as a result of follow up discussion with an interested party, the DMA may request that an interested party submit a proposal for possible award. Interested parties should follow the instructions in this BAA if submitting a proposal to DMA for possible award. This is a two phase selection process and not all white papers submitted will result in a Request for Proposal (RFP). RFP’s will be requested at the sole discretion of the US Government. In order to submit a full proposal, offerors must submit a white paper on or before the common cut off due date and time, and, must be invited by the government to submit a proposal based on the content of their white paper.

NOTE: SEE APPENDIX B FOR “PROPOSAL” PREPARATION AND SUBMISSION INSTRUCTIONS.
APPENDIX A – “WHITE PAPER” SUBMISSION REQUIREMENTS

I. “WHITE PAPER” Submission Requirements

Parties interested in engaging DMA with “innovative” topics of interest must submit a “White Paper” to DMA for review, prior to submission of any proposal related information, so that 1) DMA may quickly gauge its interest in the “innovative” ideas, and 2) the proposer in question does not expend unnecessary effort and expense associated with the submission of a proposal, prior to using the more expedient, less complicated, and less costly mechanism of a "white paper" submission first.

No information submitted by an interested party in response to this BAA will be returned. In addition, the cost of preparing White Papers in response to this announcement is not considered an allowable direct charge to any resulting procurement or assistance instrument.

A. DUE DATE

“White Papers” may be submitted at any time throughout the open period of this BAA but must be received before the common cutoff date and time. Papers received after the common cut off will not be read or reviewed.

B. FORMAT

The format for submission of “White Papers” is intended to be flexible, but all submissions must adhere to the following general guidelines:

- Maximum of twelve (12) pages in length (i.e., either one page with writing on the front and back, or two separate sheets of paper with writing on the front side only with the back side of each page left blank), to address the following:

  o PART I: POINT OF CONTACT.
    Note: Identify your organization and an authorized POC (email, phone#, etc.) that the government may interface with.

  o PART II: EXECUTIVE SUMMARY.
    Note: Executive Summary should address the following:

    - 1) What’s your plan to acquire, distribute and/or deliver content?
    - 2) How do you currently do it?
    - 3) How do you manage the security of your distribution platforms?
    - 4) How do you propose to allow DoD to insert Command information into programming?
    - 5) How will you control access to authorized users?
    - 6) How robust is your delivery network for overseas distribution and how do you propose to deliver content to isolated locations and ships at sea?
    - 7) How would international distribution rights be acquired for all proposed content?
    - 8) What if any are risks to DMA?
    - 9) What if any are risks to the authorized users?
• What are the per-person and total costs for services/equipment proposed?
• What is your experience in this area and with the platform proposed?

PART III: OTHER.
Note: Provide any additional information pertinent to your “White Paper” submission. Examples include, but are not limited to, the following: you desire proprietary discussions with the government, foreign participants or organizations are involved in the effort, you anticipate subcontracting or partnering with others to accomplish the initiative in question, rough order of magnitude (ROM) for potential funding costs, etc.

• Printed on 8½ by 11 inch paper, and
• Font Type should not be smaller than 12 pt, although smaller font type may be used for figures, tables, and charts, and
• All “White Papers” must be written in English
• Pages in excess of 12 will be removed and will not be reviewed.

C. “WHITE PAPER” REVIEWS
DMA will review “white paper” submissions for potential interest and correspond with parties accordingly.

D. ANTICIPATED TIMELINE FOR AGENCY RESPONSE
DMA will review white paper submissions on an ongoing basis throughout the open period of this BAA up until the current cutoff date. Although DMA reserves the right to review white paper submissions at any time after information is submitted to DMA for consideration, for operational efficiency, DMA may choose to gather all responses received over a period of time (e.g., such as every week, or any other time period determined by DMA to be appropriate under the circumstances), and convene groups or panels of experts to gauge interest in any information submitted by any interested party.

DMA makes no promises or guarantees with respect to how expeditiously it may respond to a party submitting a white paper for Government consideration; It is the responsibility of interested parties to refer to www.fbo.gov for any update/changes. DMA reserves the right to communicate with any party for purposes of seeking clarification regarding white paper content, and may ask parties submitting white papers if they are available for more in-depth follow-up oral discussions between the parties, to include a request by the government for the submitting party to provide an oral presentation to the government if the government deems this appropriate, although no obligation or commitment is implied with respect to the government requesting oral presentations or follow-up oral discussions after white paper submission. DMA anticipates a follow-up written reply to white paper submissions with an expression of interest, or not, such as in the following examples:

1) **DMA appreciates the opportunity to review the White Paper you submitted; subject: XXXXXXXX: Unfortunately, we are not further interested at this time in the innovation concept presented for consideration.**

OR
2) DMA appreciates the opportunity to review the White Paper you submitted; subject: XXXXXX: We are interested in the innovation concept presented for consideration. In accordance with BAA procedures, if so inclined, we encourage submission of a proposal for further government evaluation and possible award consideration, subject to availability of funds.

OR

3) DMA appreciates the opportunity to review the White Paper you submitted; subject: XXXXXX: We are interested in the innovation concept presented, although we have follow-up questions for appropriate consideration. We wish to invite you to provide an Oral Presentation in person to the government so that we can assess in further detail the merits of your idea, and prior to you considering expending additional resources on the submission of a proposal in accordance with BAA procedures. Please contact us at XXXXXX@mail.mil so that we may discuss logistics and details with you.
APPENDIX B - PROPOSAL SUBMISSION REQUIREMENTS

I. “PROPOSAL” Submission Requirements

Parties interested in engaging DMA with “innovative” topics of interest are required to submit a “White Paper” to DMA for review, prior to submission of any proposal related information. Proposals will be accepted from invited offerors only who, after review of white papers, are considered advantageous to the government, at DMA’s sole discretion.

A. DUE DATE

Proposals shall be submitted in accordance with any potential Request for Proposal (RFP) that the Government requests resulting from a favorable White Paper.

B. FORMAT

NOTE: ALL PROPOSALS SUBMITTED TO DMA FOR POSSIBLE AWARD MUST BE IN THE FORMAT SPECIFIED BELOW.
NONCONFORMING PROPOSALS OR PROPOSALS RECEIVED AFTER THE DUE DATE AND TIME LISTED IN THE A RFP WILL BE REJECTED WITHOUT FURTHER REVIEW.

ALL PROPOSALS SHALL CONSIST OF TWO SEPARATE VOLUMES (VOLUME I AND VOLUME II, AS INDICATED BELOW), AND SHALL ADDRESS THE MANDATORY POLICY AND OTHER SUBMISSION REQUIREMENTS AS SPECIFIED HEREIN.

PROPOSALS SHALL BE FORMATTED SUCH THAT, WHEN PRINTED, ALL PAGES WILL BE PRINTED ON 8½ X 11 INCH PAPER WITH FONT TYPE NOT SMALLER THAN 12 POINT, EXCEPT FOR ANY FIGURES, TABLES, AND/OR CHARTS, WHICH MAY BE SMALLER FONT TYPE. ALL PROPOSAL CONTENT MUST BE WRITTEN IN ENGLISH. VOLUME I SHALL NOT EXCEED A TOTAL OF FOURTY (40) PAGES. THERE IS NO PAGE LIMIT FOR VOLUME II. Pages in excess of 40 will be removed and will not be reviewed.

C. EVALUATION GUIDELINES

It is anticipated that evaluation of proposals will be accomplished by a review of each proposal using the following criteria listed in descending order of importance. Evaluation Criteria 1 and 2 when combined are more important than Evaluation Criteria 3.
1. **Overall Innovation Merit**

The proposed effort is substantially innovative, addresses existing need and gaps, the approach is feasible and achievable to clearly demonstrate the merits of the effort in question and is supported by individuals with the requisite expertise and experience to support the BAA objectives. Task descriptions and associated technical elements are complete, understandable, and in a logical sequence, with all proposed deliverables clearly defined such that achieving stated goals are highly likely as a result of award. The proposal identifies major technical risks and clearly defines viable mitigation efforts to address any major or significant obstacles for success based on the technical approach discussion, and, the proposed PWS/QASP or SOW.

2. **Potential Contribution and Relevance to the AFN Mission**

Potential Contribution and Relevance to the DMA Mission. The potential contribution of the proposed effort is relevant to the DMA mission. Specifically, the DMA mission is to help military commanders quickly deliver vital "command" information to widely distributed US Forces overseas as well as to provide the overseas military audience American entertainment, news and sports programming. DMA is looking for new and innovative solutions to modernize the experience of delivering programming and command information equal to or better than what they experience within the United States.

3. **Realism of Proposed Schedule, Cost, Reliability, and Quality of Service**

The proposed costs are based on realistic assumptions, reflect a sufficient understanding of the goals and objectives of the BAA, and are consistent with the proposer's technical/management approach (to include the proposed SOW). The costs for the prime and subcontractors are substantiated by the details provided in the proposal (e.g., the type and number of labor hours proposed per task, the types and quantity of materials, equipment and fabrication costs, travel and any other applicable costs). The proposed schedule reflects a realistic basis to rapidly demonstrate or test the innovation concept of interest in an expedited manner of time, without committing the government to potential award scenarios that might result in unnecessarily long or protracted performance periods. The proposed reliability and quality of service are realistic given the challenges of worldwide distribution and delivery over existing or very near future infrastructure. No information submitted by an interested party in response to this BAA will be returned. In addition, the cost of preparing proposals in response to this announcement is not considered an allowable direct charge to any resulting procurement or assistance instrument.

**ADDITIONAL CRITERIA AND INSTRUCTIONS WILL BE PROVIDED IN RFP.**
Information below is provided as a guide for the contents of proposals. The full RFP may vary upon issuance.

Section I. Administrative

A. Coversheet to include:
   (1) BAA number (DMA-BAA-17-01);
   (2) Lead Organization submitting proposal;
   (3) Type of business, selected among the following categories: “LARGE BUSINESS”,
       “SMALL DISADVANTAGED BUSINESS”, “OTHER SMALL BUSINESS”, “HBCU”,
       “MI”, “EDUCATIONAL”, “NON PROFIT” OR “NOT-FOR PROFIT”;
   (4) Proposer’s reference number (if any);
   (5) Other team members (if applicable) and type of business for each;
   (6) Proposal title;
   (7) Interested party authorized point(s) of contact (i.e. Business, Technical, and/or Other, if applicable) to include: salutation, last name, first name, street address, city, state, zip code, telephone, fax, e-mail
   (8) Total funds requested from DMA, separated by Base/Initial Award Effort and Options/Phases (if any), and the amount of cost share (if any); AND
   (9) Date proposal was submitted.

B. Official transmittal letter.

Section II. Summary of Proposal

Section II shall not exceed 10 pages.

A. Innovative claims for the proposed effort. This section is the centerpiece of the proposal and should succinctly describe the uniqueness and benefits of the proposed effort and how it fulfills the objectives of the BAA.

B. Deliverables associated with the proposed effort and the plans and capability to accomplish technology transition and commercialization, as appropriate. Include in this section all proprietary claims to the results, prototypes, intellectual property, or systems supporting and/or necessary for the effort in question. If there are no proprietary claims, this should be stated. For forms to be completed regarding intellectual property, see BAA instructions. There will be no page limit for the listed forms.

C. Technical rationale, technical approach, and plan for accomplishment of goals and objectives in support of innovative claims and proposed deliverables. (This section should be supplemented by a more detailed plan in Section III.)

D. General discussion of other associated effort in this area.

E. A clearly defined organization chart for the program team which includes, as applicable: (1) the programmatic relationship of team member; (2) the unique capabilities of team members; (3) the task of responsibilities of team members; (4) the teaming strategy among the team members; and (5) the key personnel along with the amount of effort to be expended by each person during each
year.
F. Discussion concerning any potential likelihood to leverage the effort for use among other Government organizations of interest if/as may be appropriate, along with any details concerning current use by other non-federal parties.

Section III. Detailed Proposal Information

Section III shall not exceed 30 pages.

A. Statement of Work (SOW) - In plain English, clearly define the tasks/subtasks to be performed, the duration of time associated with completion of the individual tasks/subtasks in question, and dependencies, if any, among them. The page length for the SOW will be dependent on the amount of the effort. The SOW must not include proprietary information. For each task/subtask, provide:
   • A general description of the objective (for each defined task/activity);
   • A detailed description of the approach to be taken to accomplish each defined task/activity;
   • Identification of the primary organization responsible for task execution (prime, sub, team member, by name, etc.);
   • The completion criteria for each task/activity - a product, event or milestone that defines its completion;
   • Define all deliverables (reporting, data, reports, software, etc.) to be provided to the Government in support of the proposed tasks/activities; and
   • Clearly identify any tasks/subtasks (prime or subcontracted) that will be accomplished on-campus at a university, if applicable.

NOTE: IT IS RECOMMENDED THAT THE SOW BE DEVELOPED SO THAT THE BASE EFFORT, AND OPTIONS/PHASES, IF APPLICABLE, ARE SEPARATELY DEFINED. DO NOT INCLUDE ANY PROPRIETARY INFORMATION IN THE SOW.

B. Description of effort to include expected benefit in supporting the objectives of this BAA, including discussion concerning mitigation of life-cycle and sustainment risks/costs, if effort is brought to full operational capability or expanded for maximum Governmental operational use, if/as appropriate.

C. Detailed approach, that expands upon the summary information provided above in Section II, for accomplishing the proposed effort.

D. Comparison with other ongoing effort indicating advantages and disadvantages of the proposed effort.

E. Discussion of proposer’s previous accomplishments and work in closely related areas.

F. Description of the facilities that would be used for the proposed effort.

G. Detailed information, that expands upon the summary information provided above in Section II, including formal teaming agreements between the various parties which may be required to appropriately execute the effort in question.
H. Costs, schedules, and measurable milestones for the total proposed effort, including individual estimates for each task for the Base Effort, and any Options/Phases, if proposed, broken out by the prime and any proposed subcontractors, including consultants if necessary, and any associated cost share, if applicable. (Note: Measurable milestones should capture key activity points and should be clearly articulated and defined in time relative to the start of the effort.)

I. As appropriate, copies of agreements demonstrating international proof of distribution rights from all program distributors for all content.

NOTE: WHERE THE EFFORT CONSISTS OF MULTIPLE PORTIONS WHICH COULD REASONABLY BE PARTITIONED FOR PURPOSES OF FUNDING, THESE SHOULD BE IDENTIFIED AS OPTIONS OR PHASES WITH SEPARATE COST ESTIMATES FOR EACH. ADDITIONALLY, PROPOSALS SHOULD CLEARLY EXPLAIN THE APPROACH THAT WILL BE TAKEN BY THE PROPOSER TO MEET OR EXCEED EACH PROGRAM METRIC AND PROVIDE AMPLE JUSTIFICATION AS TO WHY THE APPROACH IS FEASIBLE.

DO NOT INCLUDE ANY PROPRIETARY INFORMATION IN THE MILESTONES.
All proposers, including FFRDCs, must submit the following:

A. Coversheet to include:

1. BAA number (DMA-BAA-17-01);
2. Lead Organization submitting proposal;
3. Type of business, selected among the following categories: “LARGE BUSINESS”, “SMALL DISADVANTAGED BUSINESS”, “OTHER SMALL BUSINESS”, "HBCU”, “MI”, “OTHER EDUCATIONAL”, OR “OTHER NONPROFIT”;
4. Proposer’s reference number (if any);
5. Other team members (if applicable) and type of business for each;
6. Proposal title;
7. Interested party authorized point(s) of contact (i.e. Business, Technical, and/or Other, if applicable) to include: salutation, last name, first name, street address, city, state, zip code, telephone, fax, e-mail
8. Award instrument requested/contemplated: e.g. procurement contract (specify type, such as cost-plus-fixed-fee (CPFF), cost-contract—no fee, cost sharing contract—no fee, or other type), grant, cooperative agreement, technology investment agreement (TIA), or other transaction (OT) for prototype;
9. Place(s) and period(s) of performance;
10. Total proposed price separated by basic award and option(s)/phase(s), if any;
11. Name, address, and telephone number of the proposer’s cognizant Defense Contract Management Agency (DCMA) administration office or ONR office, if known;
12. Name, address and telephone number of the proposer’s cognizant Defense Contract Audit Agency (DCAA) audit office, if known;
13. Date proposal was prepared;
14. Data Universal Numbering System (DUNS) identifier;
15. Taxpayer Identification Number (TIN)
16. Contractor and Government Entity (CAGE) Code; and
17. Proposal validity period
18. Any representations or certifications to be submitted with proposal

NOTE: For proposers without a DCAA-approved cost accounting system who are proposing negotiation of a cost-type contract, please see SF 1408. To facilitate appropriate government review, the second page of this form must be submitted with your proposal in order for your submission to be deemed conforming to this solicitation. The SF 1408 form can be found at http://www.gsa.gov/portal/forms/download/115778.

B. The proposers cost volume shall provide cost and pricing data, or other than cost or pricing data in sufficient detail to substantiate the price proposed (e.g., realism and reasonableness). The proposal shall be formatted such that, when printed, all pages will be printed on 8½ by 11 inch paper with type not smaller than 12 point. No smaller font may be used except in charts and graphs.
The breakdown shall include:

(1) Total Proposed Price inclusive of all major cost items, as follows:
   a. Direct Labor – including individual labor categories with associated labor hours and direct labor rates;
   b. Consultants – If consultants are to be used, proposer must provide a copy of the consultant’s proposed SOW as well as a signed consultant agreement or other document which verifies the proposed loaded daily/hourly rate, hours and any other proposed consultant costs (e.g., travel);
   c. Indirect Costs – Including Fringe Benefits, Overhead, General and Administrative (G&A) Expense, Cost of Money, Fee, etc. (must show base amount and rate);
   d. Travel – Provide the purpose of the trip, number of trips, number of days per trip, departure and arrival destinations, number of people, etc.;
   e. Other Direct Costs (ODCs) – Itemized by cost category, with sufficient back-up documentation to support proposed costs;
   f. Equipment Purchases – Itemized list with associated costs, including quantities, unit prices, proposed vendors (if known), and the basis of estimate (e.g., quotes, prior purchases, catalog price lists, etc.); any item that exceeds $5,000 must be supported with back-up documentation such as a copy of catalog price lists or quotes prior to purchase; (NOTE: For equipment purchases, include a letter stating why the proposer cannot provide the requested resources from its own funding);
   g. Programming Purchases – Itemized list with associated costs, unit prices, proposed vendors, and basis of estimates (e.g., quotes, prior purchases catalog list price, etc.). Proposal must also include documentation from programming provider that rights to distribute programming have been secured for exclusive use of US Military in any country outside of the United States and its territories where they may be deployed.
   h. Materials – Itemized list with associated costs, including quantities, unit prices, proposed vendors (if known), and the basis of estimate (e.g., quotes, prior purchases, catalog price lists, etc.); any item that exceeds $5,000 must be supported with back-up documentation such as a copy of catalog price lists or quotes prior to purchase; and
   i. Major tasks that comprise the proposed effort, inclusive of the basic award and option(s)/phase(s), if any, by government fiscal year [i.e., Oct 1st thru Sep 30th].

(2) A summary of total costs by basic award, option(s)/phase(s), if any, and all associated tasks;

(3) A summary of projected funding requirements by month:
A priced Bill-of-Materials (BOM) clearly identifying, for each item proposed, the source of the unit price (i.e., vendor quote, engineering estimate, etc.) and the type of property (i.e., material, equipment, special test equipment, plant equipment, information technology (IT))\(^1\), for each computer hardware cost, computer software cost, and other related costs such as computer maintenance fees or support services costs (NOTE: for IT purchases, include a letter stating why the proposer cannot provide the requested resources from its own funding);

An itemization of Subcontracts. **All subcontractor cost proposal documentation must be prepared at the same level of detail as that required of the prime.** Subcontractor proposals should include Interdivisional Work Transfer Agreements (TWTA) or evidence of similar arrangements;

The source, nature, and amount of any proposed cost-sharing. Where the effort consists of multiple portions which could reasonably be partitioned for purposes of funding, these should be identified as options/phases with separate cost estimates for each; and

Identification of pricing assumptions of which may require incorporation into the resulting award instrument (e.g., use of Government Furnished Property/Facilities/Information, access to Government Subject Matter Expert(s). etc.).

Any Forward Pricing Rate Agreement (FPRA), other rate agreements, other documentation concerning approved rates, or any other such documentation that may assist in expediting negotiations (if available).

Proposers with a DCAA-approved cost accounting system, who are proposing a cost type contract, must submit appropriate DCAA documentation that provides evidence of government approval of the cost accounting system.

**COST INFORMATION SHALL BE PROVIDED WITH ACCESS TO ALL CALCULATIONS AND FORMULAS ON AN EXCEL SPREADSHEET.**

\(^1\) IT is defined as “any equipment, or interconnected system(s) or subsystem(s) of equipment that is used in the automatic acquisition, storage, manipulation, management, movement, control, display, switching, interchange, transmission, or reception of data or information by the agency.” (a) For purposes of this definition, equipment is used by an agency if the equipment is used by the agency directly or is used by a contractor under a contract with the agency which - (1) Requires the use of such equipment; or (2) Requires the use, to a significant extent, of such equipment in the performance of a service or the furnishing of a product. (b) The term “information technology” includes computers, ancillary, software, firmware and similar procedures, services (including support services), and related resources. (c) The term “information technology” does not include (1) Any equipment that is acquired by a contractor incidental to a contract; or (2) Any equipment that contains imbedded information technology that is used as an integral part of the product, but the principal function of which is not the acquisition, storage, manipulation, management, movement, control, display, switching, interchange, transmission, or reception of data or information. For example, HVAC (heating, ventilation, and air conditioning) equipment such as thermostats or temperature control devices, and medical equipment where information technology is integral to its operation, is not information technology."
C. Supporting cost and pricing information in sufficient detail to substantiate the summary cost estimates in paragraph B above. The proposer shall provide a detailed description of the method(s) used to estimate costs, to include, at a minimum: (1) substantiation of all rates and factors, and (2) labor and material estimates supported by a narrative basis-of-estimate (BOE) providing sufficient detail to substantiate cost estimates. **The prime contractor is responsible for compiling and providing, as part of its proposal submission to the government, subcontractor proposals prepared at the same level of detail as that required of the prime.**

The prime contractor shall provide a cost reasonableness analysis of proposed subcontractor prices as defined in FAR Subpart 15.404-3. Such analysis shall indicate the extent to which the prime contractor has negotiated subcontract prices. All proprietary subcontractor proposal documentation, prepared at the same level of detail as that required of the prime shall be provided to the Government either by the prime contractor or by the subcontractor organization when the proposal is submitted. Subcontractor proposals submitted to the Government by the prime contractor should be submitted in a sealed envelope that the prime contractor will not be allowed to view. The subcontractor must provide the same number of hard copies and/or electronic proposals as is required of the prime contractor. This does not relieve the proposer from the requirement to include, as part of their submission, subcontract proposals that do not include proprietary pricing information (rates, factors, etc.).

If Contractor Acquired Property is proposed, exclusive of material, the proposer shall clearly demonstrate that the inclusion of such items as Government Property is in keeping with the requirements of FAR Part 45.102.

NOTE: “cost or pricing data”, as defined in FAR 2.101, shall be required if the proposer is seeking a procurement contract award of $700,000 or greater unless the proposer requests an exception from the requirement to submit cost or pricing data. “Cost or pricing data” are not required if the proposer proposes an award instrument other than a procurement contract (e.g., a grant, cooperative agreement, technology investment agreement (TIA), or other transaction (OT) for Prototype). However, when not proposing a procurement contract, the cost details requested above should be provided to the maximum extent possible.

NOTE: PROPOSERS ARE CAUTIONED THAT PROPOSALS MAY BE REJECTED IF SUBMITTAL INSTRUCTIONS ARE NOT FOLLOWED.

MANDATORY POLICY AND OTHER SUBMISSION REQUIREMENTS, as applicable to proposed solutions.

A. INTELLECTUAL PROPERTY

(1) **“FAR PROCUREMENT CONTRACT” Requirements**

   a. **Noncommercial items (Technical/Data and Computer Software)**

   Proposers responding to this BAA that are requesting a procurement contract issued in accordance with Federal Acquisition Regulation (FAR) procedures, shall identify “all”
noncommercial technical data and noncommercial computer software that it plans to
generate, develop, and/or deliver under any proposed award instrument in which the
Government will acquire less than unlimited rights, and to assert specific restrictions on
those deliverables. Because DMA is a Department of Defense (DoD) organization,
when issuing awards under FAR procedures, it is also required to follow Defense FAR
Supplement (DFARS) procedures, in addition to FAR procedures. As such for purposes
of compliance with the instructions herein, proposers shall follow the format under
DFARS 252.227-7017 for this stated purpose. In the event that proposers do not submit
the list, the Government will assume that it automatically has “unlimited rights” to all
noncommercial technical data and noncommercial computer software generated,
developed, and/or delivered under any award instrument, unless it is substantiated that
development of the noncommercial technical data and noncommercial computer
software occurred with mixed funding. If mixed funding is anticipated in the
development of noncommercial technical data and noncommercial computer software
generated, developed, and/or delivered under any award instrument, then proposers
should identify the data and software in questions subject to Government Purpose Rights
(GPR). In accordance with DFARS 252.227-7013 Rights in Technical Data -
Noncommercial Items, and DFARS 252.227-7014 Rights in Noncommercial Computer
Software and Noncommercial Computer Software Documentation, the Government will
automatically assume that any such GPR restriction is limited to a period of five (5)
years in accordance with the applicable DFARS clauses, at which time the Government
will acquire “unlimited rights” unless the parties agree otherwise. Proposers are advised
that the Government will use the list during the evaluation process to evaluate the
impact of any identified restrictions and may request additional information from the
proposer, as may be necessary, to evaluate the proposer’s assertions. If no restrictions
are intended, then the proposer should state “NONE.” It is noted an assertion of
“NONE” indicates that the Government has “unlimited rights” to all noncommercial
technical data and noncommercial computer software delivered under the award
instrument, in accordance with the DFARS clauses cited above. Failure to provide full
information may result in a determination that the proposal is not compliant with the
BAA—resulting in non-selectability or rejection of the proposal.
A sample list for complying with this request is as follows:

<table>
<thead>
<tr>
<th>NONCOMMERCIAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Technical Data and Computer Software To be Furnished With Restrictions</td>
</tr>
<tr>
<td>(LIST)</td>
</tr>
</tbody>
</table>

b. Commercial Items (Technical Data and Computer Software)

Proposers responding to this BAA requesting a procurement contract to be issued under the FAR/DFARS shall identify all commercial technical data and commercial computer software that may be delivered or embedded in any noncommercial deliverables contemplated under the research effort, along with any applicable restrictions on the Government's use of such commercial technical data and/or commercial computer software. In the event that proposers do not submit the list, the Government will assume that there are no restrictions on the Government’s use of such commercial items. The Government may use the list during the evaluation process to evaluate the impact of any identified restrictions and may request additional information from the proposer, as may be necessary, to evaluate the proposer’s assertions. If no restrictions are intended, then the proposer should state “NONE.” Failure to provide full information may result in a determination that the proposal is not compliant with the BAA - resulting in non-selectability or rejection of the proposal.

A sample list for complying with this request is as follows:

<table>
<thead>
<tr>
<th>COMMERCIAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Technical Data and Computer Software To be Furnished With Restrictions</td>
</tr>
<tr>
<td>(LIST)</td>
</tr>
</tbody>
</table>
(2) “PATENT” Requirements–ALL AWARD TYPES

Proposers must include documentation proving ownership or possession of appropriate licensing rights to all patented inventions (or inventions for which a patent application has been filed) that will be utilized under for the proposed effort. If a patent application has been filed for an invention that your proposal will utilize, but the application has not yet been made publicly available and contains proprietary information, the following information should be provided: the patent number, inventor name(s), assignee name(s) (if any), filing date, filing date of any related provisional application, and a summary of the patent title, along with either: (1) a representation of invention ownership, or (2) proof of possession of appropriate licensing rights in the invention (i.e., an agreement from the owner of the patent granting license to the proposer).

(3) “INTELLECTUAL PROPERTY” Representations–ALL AWARD TYPES

Proposers should provide a good faith representation of either ownership or possession of appropriate licensing rights to all other intellectual property to be used for the proposed effort. In the event that any intellectual property is necessary for the effort in which the Government shall have less than unlimited rights to the information in question, proposers shall provide a short summary description describing the intellectual property in question, with an explanation of the nature and necessity for the restriction on Government use and the intended use and need for the intellectual property in the conduct of the proposed effort.

B. MEETING AND TRAVEL REQUIREMENTS

Proposers should anticipate periodic site visits at the Government’s discretion.

C. PRE-PUBLICATION APPROVAL REQUIREMENTS

It is DoD policy that the publication of products of fundamental research will remain unrestricted to the maximum extent possible. Per DoD Directive 5230.27, contracted fundamental research “includes [research performed under] grants and contracts that are (a) funded by budget category 6.1 (Basic Research), whether performed by universities or industry, or (b) funded by budget category 6.2 (Applied Research) and performed on campus at a university. The research shall not be considered fundamental in those rare and exceptional circumstances where the applied research effort presents a high likelihood of disclosing performance characteristics of military systems or manufacturing technologies that are unique and critical to defense, and where agreement on restrictions have been recorded in the contract or grant.” Such research shall be defined as “restricted research.” Consistent with DoD policy, research performed under DoD awards that is either; (a) funded by budget category 6.2 (Applied Research) and not performed on campus at a university; or (b) funded by budget category 6.3 (Advanced Research) does not meet the definition of fundamental research. Such research shall be defined as “non-fundamental research.” For certain projects, even if the effort being performed by the prime contractor is restricted research, a subcontractor may be performing contracted fundamental research. In these cases, it is the prime contractor’s responsibility to explain in the proposal why the subcontractor’s effort is contracted fundamental research.
It is anticipated that awards for fundamental, and non-fundamental/restricted, research may be made as a result of this BAA. Appropriate terms and conditions will be included in any resultant award document to prescribe publication requirements and any associated restrictions, as may be appropriate. The Government does not anticipate applying publication restrictions to awards for fundamental research that may result from this BAA.

The following statements or similar provisions will be incorporated into any resultant procurement contract or other transaction for restricted/non-fundamental research:

“There shall be no dissemination or publication; except within and between the contractors and any subcontractor, of information developed under this contract or contained in the report to be furnished pursuant to this contract without prior written approval of the Government. All technical reports will be given proper review by appropriated authority to determine which distribution of these reports by the contractor. With regard to subcontractor proposals for contracted fundamental research, papers resulting from unclassified contracted fundamental research are exempt from prepublication controls and this review requirement, pursuant to DoD Instruction 5230.27 “Presentation of DoD-related scientific and technical papers at meeting.”

When submitting material for written approval for open publication, the contractor/awardee must submit a request for public release and include the following information: (1) Document Information: title, author, short plain-language description of technology discussed in the material (approximately 30 words), number of pages (or minutes of video) and document type (briefing, report, abstract, article, or paper); (2) Event Information: type (conference, principal investigator meeting, article or paper), date, and desired date for Government approval; (3) Government Sponsor: Government program manager, award instrument number; and (4) Contractor/Awardees information: POC name, email and telephone. Four weeks should be allowed for processing; due dates under four weeks may require justification. Unusual electronic file formats may require additional processing time. Requests can be sent either by email TBD.

D. EXPORT CONTROL

Per DFARS 204.7304, all procurement contracts, other transactions, and other awards, as deemed appropriate, resultant from this solicitation, will include the DFARS Export Control clause (252.204-7008).

E. SUBCONTRACTING

Pursuant to Section 8(d) of the Small Business Act (15 U.S.C. § 637(d)), it is the policy of the Government to enable small business and small disadvantaged business concerns to be considered fairly as subcontractors to contractors performing work or rendering services as prime contractors or subcontractors under Government contracts and to assure that prime contractors and subcontractors carry out this policy. Each proposer who submits a contract proposal and includes subcontractors is required to submit a subcontracting plan in accordance with FAR 19.702(a) (1). The plan format is outlined in FAR 19.704.
F. ELECTRONIC AND INFORMATION TECHNOLOGY

All electronic and information technology acquired through this solicitation must satisfy the accessibility requirements of Section 508 of the Rehabilitation Act (29 U.S.C. § 794(d)) and FAR 39.2. Each proposer who submits a proposal involving the creation or inclusion of electronic and information technology must ensure that federal employees with disabilities will have access to and use of information that is comparable to the access and use by Federal employees who are not individuals with disabilities and members of the public with disabilities seeking information or services from the Government will have access to and use of information and data that is comparable to the access and use of information and data by members of the public who are not individuals with disabilities.

G. EMPLOYMENT ELIGIBILITY VERIFICATION

As per FAR 22.1802, recipients of FAR-based procurement contracts must enroll as federal contractors in E-verify and use the system to verify employment eligibility of all employees assigned to the award. All resultant contracts from this solicitation will include FAR 52.222-54, “Employment Eligibility Verification.” This clause will not be included in grants, cooperative agreements, technology investment agreements, or other transactions for prototypes.

H. ADDITIONAL REQUIREMENTS AND RESPONSIBILITIES RELATING TO ALLEGED CRIMES BY OR AGAINST CONTRACTOR PERSONNEL IN IRAQ AND AFGHANISTAN

In accordance with FAR 1.108(d), the following clause will be used in all contracts performed in Iraq or Afghanistan. Such contracts are defined as, “contracts with the Department of Defense, a subcontract at any tier issued under such a contract, or a task order or delivery order at any tier issued under such contract including a contract, subcontract, or task order or delivery order issued by another Government agency for the Department of Defense, if the contract, subcontract, or task order or delivery order involves work performed in Iraq or Afghanistan for a period longer than 14 days.”

(a) The Contractor shall report to the appropriate investigative authorities, identified in paragraph (c) below, any alleged offenses under-

(1) The Uniform Code of Military Justice (chapter 47 of title 10, United States Code) (applicable to contractors serving with or accompanying an armed force in the field during a declared war or a contingency operation); or

(2) The Military Extraterritorial Jurisdiction Act (chapter 212 of title 18, United States Code).

(b) The Contractor shall provide to all contractor personnel who will perform work on a contract in Iraq or Afghanistan, before beginning such work, information on the following:

(1) How and where to report an alleged crime described in paragraph (a) of this clause.

(2) Where to seek victim and witness protection and assistance available to contractor personnel in connection with an alleged offense described in paragraph (a) of this clause.

(c) The appropriate investigative authorities to which suspected crimes shall be reported include the following officials –


(iii) Navy Criminal Investigative Service at http://www.ncis.navy.mil/Pages/publicdefault.aspx; or

(iv) To the command of any supported military element or the command of any base.

(d) Personnel seeking whistleblower protection from reprisals for reporting criminal acts shall seek guidance through the DoD Inspector General hotline at (800) 424-9098 or http://www.dodig.mil/HOTLINE/index.html. Personnel seeking other forms of victim or witness protections should contact the nearest military Law enforcement office.

I. REPORTING EXECUTIVE COMPENSATION AND FIRST-TIER SUBCONTRACT AWARDS

FAR Clause 52.204-10, “Reporting Executive Compensation and First-Tier Subcontract Awards,” will be used in all procurement contracts valued at $25,000 or more.

J. RESPONSIBILITY MATTERS

Per FAR 9.104-7(c), FAR Clause 52.209-9, “Updates of Publicly Available Information Regarding Responsibility Matters,” will be included in all contracts valued at $500,000 where the contractor has current active Federal contracts and grants with total value greater than $10,000,000.

K. COST ACCOUNTING STANDARDS (CAS) NOTICES AND CERTIFICATION

Per FAR 52.230-2, any procurement contract in excess of $700,000 awarded pursuant to this BAA, will be subject to the requirements of the Cost Accounting Standards Board (48 CFR 99), except those contracts which are exempt as specified in 48 CFR 9903.201-1. Any proposer submitting a proposal which, if accepted, will result in a CAS compliant procurement contract, must submit representations and a Disclosure Statement as required by 48 CFR 9903.202 detailed in FAR 52.230-2. The disclosure forms may be found at http://www.whitehouse.gov/omb/procurement_cash.

L. REPORTING

The number and types of reports will be specified in the award document, but will include at a minimum quarterly progress reports that in combination, or independently, include technical and financial information as appropriate. The reports shall be prepared and submitted in accordance with the procedures contained in the award document and mutually agreed on before award. Other reports and/or briefing materials will also be required if/as appropriate to document progress in accomplishing program objectives. A Final Report that summarizes the project and tasks, and that includes information on specifically what has been accomplished, will be required at the conclusion of the performance period for the award, notwithstanding the fact that the effort may be continued under a follow-on vehicle.
M. ELECTRONIC SYSTEMS

(1) System for Award Management (SAM) Requirements

Unless the proposer is exempt from this requirement, as per FAR 4.1102 or 2 CPR 25.110, as applicable, all proposers must be registered in the System for Award Management (SAM) and have a valid Data Universal Numbering System (DUNS) number prior to submitting a proposal.

All proposers must maintain an active registration in SAM with current information at all times during which they have an active Federal award or proposal under consideration by DIA.

All proposers must provide the DUNS number in each proposal they submit. Information on SAM registration is available at www.sam.gov.

(2) I-Edison Requirements

The award document for each proposal selected for funding will contain a mandatory requirement for patent reports and notifications to be submitted electronically through I-Edison (https://s-edison.info.nih.gov/iEdison/).