

Amendment 0006  
Solicitation Number ONRBAA 12-018  
“USV Payloads for Single Sortie Detect to Engage (SS-DTE) Mine Counter Measures”  
Date 8 NOV 2012

The purpose of Amendment 0006 is to revise full proposal submission instructions and respond to questions submitted.

BAA 12-018 is hereby amended as follows:

1. Questions and Answers are provided as follows:

**Question 1:** Are Figures, referenced in Section 8 under “Attachments” of the technical content document, included in the 17 page limitation?

**Answer 1:** ONR is amending the BAA to include a limitation of 17 pages for the technical content document of the proposal package submitted for contracts, cooperative agreements, and other transaction agreements. Items listed as attachments are not included in the 17 page limit. See the revised Section IV, Paragraph 2.b.i. below.

**Question 2:** Section II, Paragraph 1 of the BAA states the anticipated range of individual award amounts is generally not to exceed \$2M per task. Assuming an offeror proposed a base of less than \$2M, can the proposed base and options, if exercised, exceed \$2M?

**Answer 2:** Yes.

**Question 3:** What is the duration of Phases 2 and 3? Are there gaps between phases?

**Answer 3:** The period of performance is not to exceed 5 years. ONR estimates the duration of Phase 1 to be 6 months and Phases 2 and 3 combined to be 2 years for a total of 2 ½ years. ONR does not have an estimate for Phases 2 and 3 separately. Offerors are free to propose different timelines, not to exceed 5 years, based on what they believe to be the most reasonable timeline for each phase. There are no gaps between phases.

**Question 4:** Should offerors cost Phase 1 as Base, Phases 2 and 3 as Options 1 and 2? Should offerors cost additional system/subsystem capabilities beyond the scope of the basic program as Options 4 and 5?

**Answer 4:** Offerors can utilize this approach or any other approach that best suits their proposal.

**Question 5:** Will each phase be funded separately?

**Answer 5:** Not necessarily. ONR may choose to fund multiple options, if different options represent different phases, depending on ONR’s program objectives.

**Question 6:** Under the Full Proposal instructions for contracts, cooperative agreements and OTAs, there does not appear to be a Technical Proposal page count limitation as there is for grants under the Instructions for Grants section of the BAA. Is there a Technical Proposal limitation similar to the 17 page limitation under grants for full proposals that are covered under contracts, cooperative agreements or OTAs?

**Answer 6:** See the answer to question 1 above and the revised Section IV, Paragraph 2.b.i. below.

**Question 7:** What if any, are the limitations on attachments to the Technical Content section of the proposal?

**Answer 7:** The limitations on attachments stated in Section IV, Paragraph 2.b.i. below apply to all three documents that comprise a complete proposal package.

**Question 8:** Section IV, Paragraph 2.b.i. of the BAA states: "If proposing options, they must be separately priced and separate spreadsheets should be provided for the base period and each option period. However, the Cost Proposal Spreadsheet Template provided on the ONR Website includes separate worksheets for the base period and option period. This conflicts with the requirements of the BAA. Please clarify whether offerors must provide separate Cost Proposal Template spreadsheets for Base Period and Option Periods for each task proposal, or if the Base Period and Option Periods can be priced on separate worksheets within the same Cost Proposal Template spreadsheet.

**Answer 8:** ONR is requesting offerors to provide separate worksheets, within the same spreadsheet, for the base period and each option period. See the revised Section IV, Paragraph 2.b.i. below.

**Question 9:** Section IV, Paragraph 2.b.i, requires Times New Roman 12 point font for attachments. May a smaller font be used in tables and figures?

**Answer 9:** ONR is amending Section IV, Paragraph 2.b.i. of the BAA to remove font type and size requirements for attachments. See the revised Section IV, Paragraph 2.b.i. below.

**Question 10:** Proposal submission instructions state that hard copies of Full Proposals be sent to the Office of Naval Research. However, it is noted that materials submitted through the USPS, even when sent by Express Mail, may take 7 days or more to be received, due to security procedures. As a result of the uncertainty of the mailrooms processing times, it is difficult to determine an appropriate date for actual submittal to ensure proposal receipt by the due date. Contractor requests one or both of the following options in order to ensure that proposals developed are delivered by the defined due date: 1) electronic delivery via email concurrently submitted with the hard copy; and/or 2) hand delivered proposals to the address provided in the BAA.

**Answer 10:** Hard copies and electronic copies should be submitted in accordance with the revised Section IV, Paragraph 2.b.i. shown below.

**Question 11:** In reference to Task 5 of the BAA, what is the specific number of neutralizers to be deployed from the USV? Can the launchers be reloaded while underway?

**Answer 11:** The specific number of neutralizers to be deployed from the USV has not been determined, but in general, we would like to carry significantly more neutralizers than current plans for AMNS. Since the USV is unmanned, there is no plan to reload the launchers while underway using human operators. Concepts that address automated reloading would be entertained.

2. The BAA is hereby amended as follows:

a. Section IV, Paragraph 2.b.i. entitled, "Instructions for Contracts, Cooperative Agreements and Other Transaction Agreements (Does not include Grants)" is revised to read as follows:

i. INSTRUCTIONS FOR CONTRACTS, COOPERATIVE AGREEMENTS AND OTHER TRANSACTION AGREEMENTS (Does not include Grants)

*NOTE: Submission instructions for BAAs issued after FY 2010 have changed significantly from previous requirements. Potential Offerors are advised to carefully read and follow the instructions below. The new format and requirements have been developed to streamline and ease both the submission and the review of proposals.*

Proposal Package: The following three documents with attachments comprise a complete proposal package:

- (1) *Technical Proposal Template (pdf)*
- (2) *Technical Content (word)*
- (3) *Cost Proposal Spreadsheet (excel)*

These documents can be found at: <http://www.onr.navy.mil/Contracts-Grants/submit-proposal/contracts-proposal/cost-proposal.aspx>

All have instructions imbedded into them that will assist in completing the documents. Also, both the Technical Proposal Template and the Cost Proposal Spreadsheet require completion of cost-related information. Please note that attachments can be incorporated into the Technical Proposal Template for submission.

**The Technical Content document shall not exceed 17 pages not including attachments.**

**The format requirements for any attachments are as follows:**

- **Paper Size- 8.5 x 11 inch paper**
- **Margins – 1 inch**
- **Spacing- single or double spaced**
- **No page limitations**

The Cost Proposal Spreadsheet can be found by following this link: <http://www.onr.navy.mil/Contracts-Grants/submit-proposal/contracts-proposal/cost-proposal.aspx>. Click on the “proposal spreadsheet” link and save a copy of the spreadsheet. Instructions for completion have been embedded into the spreadsheet. Any proposed options that are identified in the Technical Proposal Template or Technical Content documents, but are not fully priced out in the Cost Proposal Spreadsheet, will not be included in any resulting contract or other transaction. If proposing options, they must be separately priced and separate **worksheets within the same spreadsheet** should be provided for the base period and each option period. In addition to providing summary by period of performance (base and any options), the Contractor is also responsible for providing a breakdown of cost for each task identified in the Statement of Work. The sum of all costs by task worksheets **MUST** equal the total cost summary.

For proposed subcontracts or interorganizational transfers over \$150,000, Offerors must provide a separate fully completed Cost Proposal Spreadsheet in support of the proposed costs. This spreadsheet, along with supporting documentation, must be provided either in a sealed envelope with the prime’s proposal or via e-mail directly to both the Program Officer and the Business Point of Contact at the same time the prime proposal is submitted. The e-mail should identify the proposal title, the prime Offeror and that the attached proposal is a subcontract, and should include a description of the effort to be performed by the subcontractor. Offerors should also familiarize themselves with the new subcontract reporting requirements set forth in Federal Acquisition Regulation (FAR) clause 52.204-10, Reporting Executive

Compensation and First-Tier Subcontract Awards. The pertinent requirements can be found in Section VII, Other Information, of this document.

**Offerors should submit two (2) hard copies. In addition, offerors should submit two (2) electronic copies on CD-ROM and/or two (2) compressed electronic copies via email. The file size per email should not exceed 5MB. More than one email with different parts of the proposal package can be submitted if the compressed electronic copy exceeds 5MB. One of the hard copies and one of the electronic copies on CD-ROM should be submitted by mail and/or hand delivered in person to the following:**

**Dr. Thomas Swean  
Office of Naval Research  
Code 32  
875 N. Randolph Street  
Arlington, VA 22203  
Phone: (703) 696-4025**

**The second hard copy and electronic copy on CD-ROM should be submitted by mail and/or hand delivered in person to the following:**

**John Dudinsky  
Naval Surface Warfare Center Panama City Division  
Code X21  
110 Vernon Avenue  
Panama City, FL 32407**

**The two compressed electronic copies should be submitted via email to the following addresses:**

**[tom.swean@navy.mil](mailto:tom.swean@navy.mil)**

**[john.dudinsky@navy.mil](mailto:john.dudinsky@navy.mil)**

**Electronic copies should be submitted in a secure, pdf-compatible format, except for the electronic file for the Cost Proposal Spreadsheet which should be submitted in a Microsoft Excel 2007 compatible format. All attachments should be submitted in a secure, pdf-compatible format.**

The secure pdf-compatible format is intended to prevent unauthorized editing of the proposal prior to any award. A password should not be required for opening the proposal document, but the Government must have the ability to print and copy text, images, and other content. Offerors may also submit their Technical Proposal Template and Technical Content in an electronic file that allows for revision (preferably in Microsoft Word) to facilitate the communication of potential revisions. Should an Offeror amend its proposal, the amended proposal should be submitted following the same hard and electronic copy guidance applicable to the original proposal.

The electronic submission of the Excel spreadsheet should be in a “useable condition” to aid the Government with its evaluation. The term “useable condition” indicates that the spreadsheet should visibly include and separately identify within each appropriate cell any and all inputs, formulas, calculations, etc. The Offeror should not provide “value only spreadsheets” similar to a hard copy.