

Amendment Number 0002

Broad Agency Announcement (BAA) Number: ONRBAA15-0005

**Solid State High Power Laser Weapon System Demonstrator (LWSD) Design,
Development and Demonstration for Surface Navy, USN**

The purpose of this amendment is to (1) modify Section IV, paragraph a. entitled “Full Proposals to correct the title of the five documents to match those identified on the ONR website; and (2) (2) to provide answers to questions submitted in response to the BAA.

Under Section IV, paragraph a. entitled “Full Proposals” is deleted in its entirety and replaced with the following:

a. FULL PROPOSALS

i. INSTRUCTIONS FOR CONTRACTS

Proposal Package:

The following five documents with attachments comprise a complete proposal package:

- (1) Proposal Checklist (pdf)
- (2) Technical Proposal Template (Word)
- (3) Cost Proposal Spreadsheet (Excel)
- (4) Adequacy Checklist for Pre Award Audit (SF 1408) (as applicable)
- (5) Stand-alone non-proprietary Statement of Work (SOW) in Word Format

NOTE: The electronic file name for all documents submitted under this BAA must not exceed 68 characters in length, including the file name extension.

Items 1 – 5 above are located at: <http://www.onr.navy.mil/Contracts-Grants/submit-proposal/contracts-proposal/>. All have instructions imbedded into them that will assist in completing the documents. Also, both the Proposal Checklist (Section III) and the Cost Proposal Spreadsheet require completion of cost-related information. Please note that attachments can be incorporated into the Proposal Checklist.

For proposals below the simplified acquisition threshold (less than or equal to \$150K), the Technical Proposal Template and Proposal Checklist documents, and the Cost Proposal Spreadsheet are required. In addition, if a purchase order will be awarded, the effort will be fixed price. Purchase orders can also contain options, as long as the total amount of the base and all options does not exceed \$150K.

Intellectual Property: Offerors responding to this BAA must submit a separate list of all technical data or computer software that will be furnished to the Government with other than unlimited rights. The Government will assume unlimited rights if offerors fail to identify any intellectual property restrictions in their proposals. Include in this section all proprietary claims to results, prototypes, and/or deliverables. If no restrictions are intended, then the offeror should state “NONE.”

Offerors shall provide a good faith representation that they either own or possess appropriate licensing rights to all other intellectual property that will be utilized under their proposal.

Additionally, Offerors shall provide a short summary for each item asserted with less than unlimited rights that describes the nature of the restriction and the intended use of the intellectual property in the conduct of the proposed research.

Patented Invention: Offerors shall provide, for each patented invention (or invention for which a patent application has been filed, or inventions already conceived or reduced to practice) to be provided to the Government without at least a worldwide, nonexclusive, nontransferable, irrevocable, paid-up license to practice, or have practiced for or on its behalf, the invention throughout the world, a short summary that describes the nature of any restriction on the Government’s use, including the conditions under which the Government may acquire a license to the invention, and the intended use of the invention in any deliverable under any proposed award instrument. The Government may use the short summary during the source selection evaluation process to evaluate the impact of any restrictions or conditions and may request additional information from the proposer, as may be necessary, to evaluate that impact.

Proposers shall list, and include documentation proving their ownership of, or possession of, appropriate licensing rights to, all patented inventions (or inventions for which a patent application has been filed, or inventions already conceived or reduced to practice) that will be utilized under their proposal for the ONR program. For each invention that the proposer will utilize, the proposer shall provide, to the extent known and applicable, the patent number, serial number, inventor name(s), assignee names (if any), filing date, filing date of any related provisional application, and a summary of the patent title, together with either (1) a representation that the proposer owns the invention, or (2) proof of possession of appropriate licensing rights in the invention. If the proposer will not utilize any patented inventions, or inventions for which a patent application has been filed, or inventions already conceived or reduced to practice, then the proposer should state “NONE.”

Full Proposal Format – Volume 1 - Technical Proposal, and Volume 2 - Cost Proposal

The format requirements for attachments are as follows:

- Paper Size- 8.5 x 11 inch paper
- Margins – 1 inch
- Spacing- single or double spaced

- Font- Times New Roman, 12 point
- Maximum Number of Pages permitted for Technical Proposal: Seventy-five (75) pages. Cover page, table of contents, resumes, and current and pending project and proposal submissions information are excluded from the page limitation. Full proposals exceeding the page limitation may not be evaluated.

For proposed subcontracts or inter-organizational 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 submit one (1) original, plus nine (9) hard copies and two (2) electronic copy on CD-ROM . The electronic copy should be submitted in a secure, pdf-compatible format, except for the electronic file of the Cost Proposal Spreadsheet which must be submitted in a Microsoft Excel 2007 compatible format and the Statement of Work Template which must be submitted in Microsoft Word 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. 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.

Any proposed options that are identified in the Technical Proposal Template or Proposal Checklist documents, but are not fully priced out in the Cost Proposal Spreadsheet, will not be included in any resulting contract, cooperative agreement, or other transaction. If proposing options, they **must** be separately priced and separate spreadsheets should be provided for the base period and each option. 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.

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.

Fixed Fees on ONR Contracts: The Government Objective is set in accordance with the DFARS 215.404-71. See the below table for range and normal values:

Contract Risk Factor	Contract Type	Assigned Value (Normal range)	Normal Value
Technical (1)		3% - 7% (2)	5%
Management/Cost Control (1)		3% - 7% (2)	5%
Contract Type Risk	Firm Fixed Price	2% - 6% (3)	3% - 5% (4)
Contract Type Risk	Cost Plus Fixed Fee	0% - 1% (2)	0.5%

- (1) Assign a weight (percentage) to each element according to its input to the total performance risk. The total of the two weights equal 100%
- (2) Assign a weighting score relative to the Risk Factor.
- (3) Depends on the specific Contract Type (With/without financing, performance-based payments, and/or progress payments).
- (4) Depends on the specific Contract Type.

Technology Incentive (TI) is rarely utilized at ONR, because the contracts issued by ONR typically are not eligible for TI (See DFARS 215.404-71-2(c) (2)). Any consideration of TI requires strong and convincing justification in the proposal, which are then subject to negotiation and determination of a fair and reasonable fee, within the context of the specific award.

Typically the range of fee is 5% to 7.5% on an ONR awarded contract.

For submission instructions, see sub-section F. Submission of White Papers and Full Proposals for Contracts, Cooperative Agreements, and Other Transaction Agreements.

The following answers are provided in response to the questions submitted in response to the BAA:

Question #1: The "Technical Proposal Template" document appears to be a mix of content to be filled in and instructions for what is to appear elsewhere, apparently mostly in attachments. Combine this fact with a specific request that the "Technical Proposal Template" be provided in pdf and the "Technical Content" provided in a separate word document, it is not entirely clear what should appear where. One reading is that the completed "Technical Proposal Template" is meant provide a comprehensive index to the completed "Technical Content" document which then comprises the attachment(s).

What information is expected to appear in the completed "Technical Proposal Template" and what information is to appear in the "Technical Content" documents?

Answer#1: "Technical Content" is no longer a required submission. See the information stated on page 1 of this Amendment.

Question #2: Does the completed "Technical Proposal Template" count towards the 75 page limit?

Answer #2: The 75 page limit applies to the Technical Proposal Template. See the response to Question #1 stated under Amendment 0001.

Question #3: Is it intended that all attachments referenced by the "Technical Proposal Template", including those not counting towards the page limit, appear in a single separate word document, or shall separate documents for each attachment be provided?

Answer #3: There is no requirement for the attachments referenced by the Technical Proposal (based upon the Technical Proposal Template) to be submitted as a single document but the material should be well organized and information should be readily accessible and discoverable. Additional information supporting the proposal but not covered in the template should be included as attachments and listed under "Attachments" of the Technical Proposal Template.

Question #4: Ought the POA&M appear in the "Technical Content" document, a separate document, or incorporated as part of the completed "Technical Proposal Template"?

Answer #4: The "POA&M" should be included in the Technical Content as described in the "Technical Proposal Template".

Question #5: Does the "POA&M" appearing in whatever form, count towards the 75 page limit?

Answer #5: The POA&M does not count towards the 75 page limit.

Question 6: Is any narrative describing the details of the "POA&M" supposed to appear with the "POA&M" or shall it be embedded in the "Technical Content"?

Answer #6: No specific narrative is required with the POA&M but the content and discussions, if provided in another section should be connected and easily understandable to avoid confusion or misunderstanding.

Question #7: The proposal instructions at the top of page 23 of the referenced solicitation say, "Also, both the Technical Proposal Template and the Cost Proposal Spreadsheet require completion of cost-related information."

Referencing the instruction at the top of page 23, what cost information is to appear in the "Technical Proposal Template"?

Answer #7: Cost Information should be provided in accordance with the template provided on the ONR Contracts & Grants webpage (<http://www.onr.navy.mil/Contracts-Grants/submit-proposal/contracts-proposal/cost-proposal.aspx>) and should be provided as an attachment to the Technical Proposal Template.

Question #8: Can the "Technical Content" portion include identifying markings such as headings and footers, with company information, page numbers, etc.

Answer #8: "Technical Content" is no longer a required submission. See the information stated on page 1 of this Amendment.

Question #9: The solicitation proposal instructions near the bottom of page 22 say that item "(2) Technical Content" should be delivered in word format. And the solicitation proposal instructions mid-way through page 24 appear to be contradictory,

"Offerors should submit one (1) original, plus nine (9) hard copy and two (2) electronic copy on CD-ROM as discussed with the cognizant Program Officer, of their proposal package. The electronic copy 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 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."

Shall the "(2) Technical Content" be delivered in word or secure pdf format?

Answer #9: The Draft Statement of Work should be submitted in a secure pdf-compatible format and Microsoft Word format to allow editing for contract award and negotiations. For all other documents, a secure pdf-compatible format is requested to prevent unauthorized editing of the proposal prior to any award.

Question #10: Shall attachments be delivered in word or secure pdf format?

Answer #10: Secure pdf-compatible format is requested to prevent unauthorized editing of the proposal prior to any award.

Question #11: What part of the "Proposal Package" shall include general representations and certifications as well as the "Proposal Checklist," "Subcontracting Plan," "ONR Contract specific

representations and certifications," and other representations related to intellectual property and patents specifically referenced by the solicitation proposal?

Answer #11: The "Proposal Checklist," "Subcontracting Plan," "ONR Contract specific representations and certifications," and other representations related to intellectual property and patents specifically referenced by the solicitation proposal are required and should be included as attachments to the Full Proposal Package and referenced as "Attachments".

Question #12: Shall any or all of these foregoing representations be included in the 75 page limit?

The proposal checklist indicated by the general BAA instructions is provided in a form which can only be completed and printed online. There is no reasonable way to draft the form and complete it over time and there is no apparent reason for not allowing such editing.

Answer #12: General representations and certifications, "Proposal Checklist," "Subcontracting Plan," "ONR Contract specific representations and certifications," and other representations related to intellectual property and patents do not count toward the 75 page limit.

The proposal checklist does allow for users to partially fill out the document over time and save multiple times. This was verified with Adobe Acrobat X but there are other programs that can perform this function.

Question #13: Can a copy of the "Proposal Checklist" pdf form which can be edited and repeatedly saved be provided?

Answer #13: Yes, the proposal checklist does allow for users to partially fill out the document over time and save multiple times.

Question #14: The "Technical Proposal Template" instructs:

"Include the following if applicable.

. Future Naval Relevance: A description of potential Naval relevance and contributions of the effort to the agency's specific mission.

. Operational Naval Concept: A description of the concept of operation for the new capabilities to be delivered and the expected operational performance improvements.

. Operational Utility Assessment Plan: A plan for demonstrating and evaluating the operational effectiveness of the Offeror's proposed products or processes in field experiments and/or tests in a simulated environment."

Given that this is a response to a BAA that clearly establishes a direct requirement, is it, in this case, applicable to include the subsections, "Future Naval Relevance," "Operational Naval Concept," and "Operational Utility Assessment Plan" in any technical response?

Answer #14: "Future Naval Relevance", "Operational Naval Concept", and "Operational Utility Assessment Plan" are not required for this submission.

Please read the BAA, along with the Amendments, in its entirety prior to submitting questions. Except as modified herein, the information stated in ONRBAA15-0005 remains unchanged.