



BROAD AGENCY ANNOUNCEMENT (BAA)

Applied Research in Quantum Information Science

The purpose of this amendment is to: 1) Respond to questions submitted from 5 JAN 2015 to 9 February 2015; and 2) Make revisions to the BAA as a result of questions and answers;

Questions received after 10 FEB 2015 the deadline for submission of questions may be addressed in a subsequent amendment.

Questions and Answers are provided as follows:

Question 1: With respect to this BAA, are there any ITAR restrictions of any sort potential offeror's who are foreign nationals need to be aware of when either applying for this BAA or being a part of another team that's applying?

Answer 1: Please refer to section III Eligibility Information contained in this BAA. It is the responsibility of the proposer to ensure all export control laws and guidelines are followed. Proposers are encouraged to contact the appropriate government organization/s with questions. The following information may be helpful but is not all inclusive:

- U.S. Department of State (202) 663-1282
http://www.pmdtc.state.gov/regulations_laws/itar.html

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Question 2: Will ONR accept delivery of this proposal via FED EX?

Answer 2: Unclassified proposals shall be accepted via email only to richard.t.willis@navy.mil. Grants must be submitted via grants.gov in accordance with instructions for grants. Classified proposals must be submitted in accordance with section IV (B) of the BAA.

Question 3: How many hard copies of the full proposal should be submitted (along with a DVD)?

Answer 3: Sections IV (A) and IV (B) refers.

Question 4: Can foreign universities apply to the BAA?

Answer 4: Yes. Question & Answer 1 refers.

Question 5: Are there restrictions on publications?

Answer 5: DFARS 252.204-7000 Disclosure of Information applies to this requirement.

Distribution of information shall also be in accordance with (IAW) the Distribution Statement (<http://www.dtic.mil/dtic/submit/guidance/distribstatement.html>) specified by the CDRL's attached to each contract that result from this BAA.

Question 6: Are proposers expected to apply to a specific technical area or can they address multiple areas in their proposal?

Answer 6: Proposals may address one or more of the indicated technical areas.

Question 7: Can we continue to use ENC for work under this BAA, or will this work have to be done under ITAR rules?

Answer 7: Question & Answer 1 refers.

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Question 8: We envision that all work done under this BAA will be unclassified. If the work done under this BAA is covered by EAR rather than ITAR, and is designated by a prime contractor as fundamental research, are there any restrictions on university subcontractors publishing data that would result from their work on this contract?

Answer 8: Question & Answer 1 refers.

Question 9: Can or will exceptions under ITAR 126.4 be permitted by the contract and SOW that result from this BAA?

Answer 9: It is the responsibility of the proposer to ensure all export control laws and guidelines are followed.

Question 10: As we are a European center, we would like to confirm that we fulfil the eligibility criteria before sending a proposal.

Answer 10: Please refer to section III Eligibility Information contained in this BAA.

Question 11: Could you confirm that full proposals for contracts can be submitted via grants.gov?

Answer 11: No, proposals for contracts may not be submitted via Grants.gov. Question & Answer 2 refers.

Question 12: Under section II. A., there are five fiscal years given, starting with FY2015. However, the text below the table says that “The anticipated period of performance is up to three (3) years.” Do you wish to receive proposals for years 1-3, with options for years 4 and 5?

Answer 12: Offeror’s may propose up to (3) years with options for years 4 and 5, however the Government suggests a 3 year period of performance with no options.

Question 13: Under IV. C. Significant Dates and Times, the anticipated program start date is 11/14/2015. That date is in FY15. How should we interpret this?

Answer 13: The dates indicated are estimates. The Government fiscal year starts in October; thus the Government considers 11/14/2015 to take place in the first quarter of FY16. Actual notification and award dates may be made earlier of later depending on numerous factors.

Question 14: Can you receive proposals led by foreign entities?

Answer 14: Yes. Please refer to section III Eligibility Information contained in this BAA.

Question 15: The contracting team is led by a private company and includes universities. Which structure should be used: contract or grant?

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Answer 15: Normally, university led research is awarded under grants and private company led research is awarded under contracts.

Question 16: We are a foreign led group with audited costs account system implemented with a foreign defense entity, but not the DCAA. What steps should we take to be compliant?

Answer 16: The U.S. Government may accept an audited cost account system implemented with a foreign defense entity provided supporting documentation such as an audit report and negotiated fees are submitted with the proposal package.

Question 17: Can a proposal be submitted on a fixed cost basis?

Answer 17: Because of the absence of precise specifications and difficulties in estimating costs associated with the work accurately, research under a BAA that exceeds the simplified acquisition threshold (\$150,000) is normally not suitable for a firm fixed price contract.

Question 18: What contract types are amenable to bid?

Answer 18: ONR typically awards on a cost plus fixed fee basis over the simplified acquisition threshold.

Question 19: Under "Relevant Experience" it asks to list (in a specified table format) all of the Offeror's Government contracts, is this section excluded from the 25 page limit?

Answer 19: Yes, this would be excluded from the 25 page limit.

Question 20: How many hardcopies should we submit to ONR for this proposal? Page 13 of the BAA pdf states, "Offeror's should submit an appropriate number of hard copies as discussed with the cognizant Program Officer of their proposal package."

Answer 20: Question & Answer 2 refers.

Amendments to the BAA, as a result of the Questions and Answers provided above, are in bold red text below:

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INTRODUCTION:

This publication constitutes a Broad Agency Announcement (BAA) as contemplated in Federal Acquisition Regulation (FAR) 6.102(d)(2) and 35.016 and the Department of Defense Grants and Agreements Regulations (DoDGARS) 22.315(a). A formal Request for Proposals (RFP), other solicitation, or additional information regarding this announcement will not be issued.

The Office of Naval Research (ONR) will not issue paper copies of this announcement. The ONR reserves the right to fund all, some or none of the proposals received under this BAA. ONR provides no funding for direct reimbursement of proposal development costs. Technical and cost proposals (or any other material) submitted in response to this BAA will not be returned. It is the policy of ONR to treat all proposals submitted under this BAA as sensitive competitive information and to disclose their contents only for the purposes of evaluation.

Hyperlinks have been embedded within this document and appear like underlined words in the midst of paragraphs. The reader may “jump” to the linked section within this document by “clicking” (CTRL + CLICK, or CLICK).

I. GENERAL INFORMATION:

A. Agency Name - Office of Naval Research

B. Research Opportunity Title - Applied Research in Quantum Information Science

C. Program Name - Quantum Information Science

D. Research Opportunity Number - ONR-15-BAA-0007

E. Response Date –

Full Proposals: 2/24/2015

F. Research Opportunity Description -

The purpose of this applied research (6.2) topic is to identify, understand, and resolve key issues associated with the operation of a free space optical quantum key distribution (QKD) system that functions in a maritime environment including the development and maturation of algorithms, protocols; and methods that resolve these issues; determine the performance of and demonstrate the capability of these algorithms, protocols and methods in order to understand their benefits and limitations; as well as to identify and provide technical solutions for performance barriers associated with supporting technologies such as single photon sources, detectors, and adaptive optics, needed to support operating in the context of a free space optical QKD system in the maritime environment.

Much of the basic research effort related to QKD has been instantiated in fiber optic systems for which

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many mathematically derived, results regarding security and security weaknesses of the system due to imperfections of the implementation have been recognized and experimentally verified. In the context of the motivating problem - a free space optical QKD system operating in a challenging environment featuring a time varying propagation channel, absorption, and multiple scattering the Office of Naval Research wishes to accelerate the development and understanding of QKD security and the underlying technologies required to successfully operate a QKD link in this challenging environment. While research efforts that employ fiber optics provide valuable insight into the operation and security of QKD systems, the assumption of a near lossless fiber optic propagation channel with no scattering and a static propagation environment is quite different from the environment associated with the motivating problem. This environment presents different challenges regarding the security of QKD protocols, the detection of eavesdroppers, the viability of schemes to maximize the information encoding of a single photon (or packets) that exploit precise timing, and polarization due to self-motion of platforms as well as the time varying propagation.

While QKD is often regarded as unconditionally secure, it is known that imperfect implementations of the mathematics associated with QKD, even in fiber optic systems, leads to vulnerabilities in the QKD system. Of particular interest to the Navy is to develop an understanding and characterization of the security implications for QKD in the maritime environment, the development of protocols that simultaneously minimize leakage of information to the environment and the creation of secure networks, as well as schemes to maximize the information carried by a single particle. Additionally, ONR seeks to advance the theoretical understanding of what an eavesdropper might accomplish when the assumptions associated with mathematical QKD security proofs are relaxed particularly the assumptions associated with an omnipotent eavesdropper that has access to all of the missing information, infinite resources, and infinite time in which to operate.

The Office of Naval Research intends to initiate a new applied research program focusing on QKD motivated by enabling a free space optical QKD link in a maritime environment as previously described. As a notional aide to identify system issues that could be addressed offerors shall consider the following motivating problem, a free space optical implementation of a QKD protocol that operates between two surface platforms located 30 km apart and that can achieve a key generation rate on the order of 100 Mb/sec.

Objective:

The Office of Naval Research (ONR) is interested in receiving proposals that:

- i) Under Topic 1, identify vulnerabilities and potential attacks resulting from the time varying, dispersive maritime environment and the effects of multiple scattering.
- ii) Under Topic 2, mature, evaluate, and develop the understanding of discrete and continuous protocols that could enable secure communications in a maritime environment as well as develop new protocols that are easily implemented with minimal associated leakage of information to the environment and good security properties including detection of an eavesdropper with low overhead.
- iii) Under Topic 3, develop methods to maximize the amount of information carried by either a single particle or packet in a discrete or continuous variable protocol, respectively in the context of the motivating

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problem.

iv) Under Topic 4, investigate how conventional signal processing techniques or the QKD protocols themselves could be used to simplify the physical design of the hardware that is used for implementing the QKD protocol, i.e. are there algorithmic methods that are available that could relax the requirements for stabilization, pointing, and tracking; temporal synchronization and jitter control; propagation control.

v) Under Topic 5, develop strategies on to how, from a security point of view, to expand a well characterized point to point free space optical QKD link to a network that may include non-trusted nodes.

vi) Under Topic 6, identify any other technical issues in the context of the challenge problem to include an argument for the deficiencies in these technologies that need to be overcome.

Work funded under a BAA may include basic research, applied research and some advanced technology development (ATD). With regard to any restrictions on the conduct or outcome of work funded under this BAA, ONR will follow the guidance on and definition of "contracted fundamental research" as provided in the Under Secretary of Defense (Acquisition, Technology and Logistics) Memorandum of 24 May 2010. As defined therein the definition of "contracted fundamental research", in a DoD contractual context, includes [research performed under] grants and contracts that are (a) funded by Research, Development, Test, and Evaluation Budget Activity 1 (Basic Research), whether performed by universities or industry or (b) funded by Budget Activity 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.

Pursuant to DoD policy, research performed under grants and contracts that are 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 "contracted fundamental research." In conformance with the USD (AT&L) guidance and National Security Decision Direction 189, ONR will place no restriction on the conduct or reporting of unclassified "contracted fundamental research," except as otherwise required by statute, regulation or Executive Order. For certain research projects, it may be possible that although the research being performed by the prime contractor is restricted research, a subcontractor may be conducting "contracted fundamental research." In those cases, it is the *prime contractor's responsibility* in the proposal to identify and describe the subcontracted unclassified research and include a statement confirming that the work has been scoped, negotiated, and determined to be fundamental research according to the prime contractor and research performer.

Normally, fundamental research is awarded under grants with universities and under contracts with industry. ATD is normally awarded under contracts and may require restrictions during the conduct of the research and DoD pre-publication review of research results due to subject matter sensitivity.

FAR Part 35 restricts the use of the Broad Agency Announcements (BAAs), such as this, to the acquisition of basic and applied research and that portion of advanced technology development not related to the

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development of a specific system or hardware procurement. Contracts and grants made under BAAs are for scientific study and experimentation directed towards advancing the state of the art and increasing knowledge or understanding.

The Research and Development efforts to be funded will consist of applied research. The funds available to support awards are Budget Activity 2.

THIS ANNOUNCEMENT IS NOT FOR THE ACQUISITION OF TECHNICAL, ENGINEERING AND OTHER TYPES OF SUPPORT SERVICES.

G. Point(s) of Contact -

Questions of a technical nature shall be submitted to:

Program Manager Name: Dr. Tommy Willis
Address: 875 North Randolph Street, Arlington, VA 22203
Code: 311
Phone: 703.696.4214
Email: richard.t.willis@navy.mil

Questions of a Business nature, and suggestions for improvement, shall be submitted to:

Name: Tracy Scott
Address: 875 North Randolph Street, Arlington, VA 22203
Code: 252
Phone: 703.696.0814
Email: tracy.scott1@navy.mil

Any questions regarding this solicitation must be provided to the Technical Point of Contact and Business Point of Contact listed in this solicitation. All questions shall be submitted in writing by electronic mail.

Comments or questions submitted shall be concise and to the point, eliminating any unnecessary verbiage. In addition, the relevant part and paragraph of the Broad Agency Announcement (BAA) shall be referenced.

Questions submitted after 10 February 2015 may not be answered. If questions submitted after 10 February are answered please be advised that the Government does not intend to extend the closing date for full proposal submission.

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Amendments will be posted to one or more of the following webpages:

- Federal Business Opportunities (FEDBIZOPPS) Webpage - <https://www.fbo.gov/>
- Grants.gov Webpage - <http://www.grants.gov/>
- ONR Broad Agency Announcement (BAA) Webpage - <http://www.onr.navy.mil/en/Contracts-Grants/Funding-Opportunities/Broad-Agency-Announcements.aspx>

H. Instrument Type(s) - Contracts and Grants

Awards may take the form of Contracts and Grants as appropriate. ONR reserves the right to award a different instrument type if deemed to be in the best interest of the Government.

Any contract awards resulting from this BAA will incorporate the most current FAR, DFARs, NMCARS and ONR clauses.

Examples of model contracts can be found on the ONR website at the following link:

<http://www.onr.navy.mil/Contracts-Grants/submit-proposal/contracts-proposal/contract-model-awards.aspx>.

ONR Contract specific representations and certifications can be accessed on the following page of the ONR website: <http://www.onr.navy.mil/Contracts-Grants/Funding-Opportunities/Requests-for-Information.aspx>.

Examples of model grants can be found on the ONR website at the following link:

<http://www.onr.navy.mil/en/Contracts-Grants/submit-proposal/grants-proposal/model-grant.aspx>.

I. Catalog of Federal Domestic Assistance (CFDA) Numbers -

12.300

J. Catalog of Federal Domestic Assistance (CFDA) Titles -

Applied Scientific Research

K. Other Information -

Work funded under a BAA may include applied research. With regard to any restrictions on the conduct or outcome of work funded under this BAA, ONR will follow the guidance on and definition of "contracted fundamental research" as provided in the Under Secretary of Defense (Acquisition, Technology and Logistics) Memorandum of 24 May 2010.

As defined therein the definition of "contracted fundamental research," in a DoD contractual context, includes research performed under grants and contracts that (for the purposes of this effort) are funded by Budget Activity 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

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in the contract or grant.

Pursuant to DoD policy, research performed under grants and contracts that are funded by Budget Activity 2 (Applied Research) and NOT performed on-campus at a university do not meet the definition of "contracted fundamental research." In conformance with the USD (AT&L) guidance and National Security Decision Directive 189, ONR will place no restriction on the conduct or reporting of unclassified "contracted fundamental research," except as otherwise required by statute, regulation or Executive Order. For certain research projects, it may be possible that although the research being performed by the prime contractor is restricted research, a subcontractor may be conducting "contracted fundamental research." In those cases, it is the prime contractor's responsibility in the proposal to identify and describe the subcontracted unclassified research and include a statement confirming that the work has been scoped, negotiated, and determined to be fundamental research according to the prime contractor and research performer. Normally, fundamental research is awarded under grants with universities and under contracts with industry. Non-fundamental research is normally awarded under contracts and may require restrictions during the conduct of the research and DoD pre-publication review of such research results due to subject matter sensitivity. Potential Offerors shall consult with the appropriate ONR Technical POCs to determine whether the proposed effort constitutes applied research. FAR Part 35 restricts the use of Broad Agency Announcements (BAAs), such as this, to the acquisition of basic and applied research and that portion of advanced technology development not related to the development of a specific system or hardware procurement. We will be using this BAA for the acquisition of applied research only. Contracts and grants made under BAAs are for scientific study and experimentation directed towards advancing the state of the art and increasing knowledge or understanding.

II. AWARD INFORMATION

A. Amount and Period of Performance- Estimated Total Amount of Funding Available (\$K):

FY2015	FY2016	FY2017	FY2018	FY2019	Total
\$702	\$725	\$1700	\$1700	\$1700	\$6527

One or more awards per Topic, as described in the Research Opportunity Description. An Offeror may propose on more than one Topic. The anticipated range of an individual award amount will be as required to complete each Topic. The anticipated period of performance is up to three (3) years.

B. Peer Reviews-

In the case of proposals funded as basic research, ONR may utilize peer reviewers from academia, industry, and Government agencies to assist in the periodic appraisal of performance under the awards, as outlined in ONR Instruction 3966.1. Such periodic program reviews monitor the cost, schedule and technical performance of funded basic research efforts. The reviews are used in part to determine which basic research projects will receive continued ONR funding. Peer reviewers who are not U.S. Government employees must sign nondisclosure agreements before receiving full or partial copies of proposals and reports submitted by the basic research performers. Offerors may include travel costs for the Principal Investigator (PI) to attend the peer review.

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III. ELIGIBILITY INFORMATION

All responsible sources from academia and industry may submit proposals under this BAA. Inclusive of Small Business Concerns, Historically Underutilized Business Zone (HUBZone) Concerns, Service-Disabled Veteran-Owned Small Business (SDVOSB) Concerns, Small Disadvantaged Business (SDB) Concerns, Women-Owned Small Business (WOSB) Concerns, Veteran-Owned Small Business (VOSB) Concerns, and Historically Black Colleges and Universities (HBCUs) and Minority Institutions (MIs) are all highly encouraged to submit proposals as prime contractors and as well as join others (e.g., subcontractors) in submitting proposals. However, no portion of this BAA will be set-aside for Small Businesses, HUBZones, SDVOSBs, SDBs, WOSBs, VOSBs or HBCU and MI participation, due to the desire to seek research ideas from all entities.

Federally Funded Research & Development Centers (FFRDCs), including Department of Energy National Laboratories, are not eligible to receive awards under this BAA. However, teaming arrangements between FFRDCs and eligible principal bidders are allowed so long as they are permitted under the sponsoring agreement between the Government and the specific FFRDC.

Navy laboratories and warfare centers as well as other Department of Defense and civilian agency laboratories are also not eligible to receive awards under this BAA and shall not directly submit full proposals in response to this BAA. If any such organization is interested in one or more of the programs described herein, the organization shall contact an appropriate ONR POC to discuss its area of interest. The various scientific divisions of ONR are identified at <http://www.onr.navy.mil/>. As with FFRDCs, these types of federal organizations may team with other responsible sources from academia and industry that are submitting proposals under this BAA.

University Affiliated Research Centers (UARC) are eligible to submit proposals under this BAA unless precluded from doing so by their Department of Defense UARC contracts.

Teams are also encouraged and may submit proposals in any and all areas. However, Offerors must be willing to cooperate and exchange software, data and other information in an integrated program with other contractors, as well as with system integrators, selected by ONR.

Some topics cover export controlled technologies. Research in these areas is limited to "U.S. persons" as defined in the International Traffic in Arms Regulations (ITAR) - 22 CFR § 1201.1 et seq.

Cost sharing is not expected and will not be used as a factor during the merit review of any proposal hereunder. However, the Government may consider voluntary cost sharing if proposed.

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IV. APPLICATION AND SUBMISSION INFORMATION

A. Application and Submission Process - Full Proposals

It is the Offeror's responsibility to ensure unclassified proposals are emailed no later than 5:00 pm Eastern Standard time 23 February 2015 to ensure proposals reach the Government point of entry no later than 2:00 pm 24 February 2015. Full proposals both classified and unclassified shall be submitted under ONR-15-BAA-0007 no later than 1400 on 24 February 2015.

B. Content and Format of Full Proposals -

Full Proposals submitted under this BAA are expected to be unclassified; however, classified proposals are permitted. If a classified proposal is submitted and selected for award, the resultant contract will be unclassified. An 'unclassified' Statement of Work (SOW) must accompany any classified proposal.

For both classified and unclassified proposals, a non-proprietary version of the Statement of Work must also be submitted. Do not put proprietary data or markings in or on the Statement of Work. For proposals containing data that the offeror does not want disclosed to the public for any purpose, or used by the Government except for evaluation purposes, the contractor shall mark the title page with the following legend:

“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 the proposal. If, however, a contract is awarded to this offeror 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 contract. 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 (insert numbers or other identification of sheets).”

Also, mark each sheet of data that the offeror 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.”

Titles given to the Full Proposals should be descriptive of the work they cover and should not be merely a copy of the title of this solicitation.

1. Unclassified Proposal Instructions:

Unclassified proposals shall be submitted in accordance with part 2 (c) of this solicitation.

2. Special Instructions for Classified Proposals:

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Classified proposals shall be submitted directly to the attention of ONR's Document Control Unit at the following address and marked in the following manner:

OUTSIDE ENVELOPE
(no classification marking):

“Office of Naval Research
Attn: Document Control Unit
ONR Code 43
875 North Randolph Street
Arlington, VA 22203-1995”

The inner wrapper of the classified Full Proposal should be addressed to the attention of the cognizant TPOC, ONR Code XX and marked in the following manner:

INNER ENVELOPE
(stamped with the overall classification of the material)

“Program Name:
Office of Naval Research
ATTN: ONR Program Officer Name
ONR Code: ONR Program Officer Code
875 North Randolph Street
Arlington, VA 22203-1995”

All proposal submissions will be protected from unauthorized disclosure in accordance with FAR Subpart 15.207, applicable law, and DoD/DoN regulations. Offerors are expected to appropriately mark each page of their submission that contains proprietary information.

b. FULL PROPOSALS

i. INSTRUCTIONS FOR CONTRACTS (Does not include Grants)

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

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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 and the Cost Proposal Spreadsheet require completion of cost-related information. Please note that attachments can be incorporated into the Proposal Checklist.

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.”

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.

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

For proposed subcontracts or interorganizational transfers over \$150,000, Offeror’s 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.

Offeror’s shall submit an electronic copy of their unclassified proposal. Do not submit a hard copy of the proposal for unclassified contracts. 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.

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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. 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 Full Proposals for Contracts.

ii. INSTRUCTIONS FOR GRANTS

The following information must be completed as follows in the SF 424 located on www.grants.gov to ensure that the application is directed to the correct individual for review: **Block 4a**, Federal Identifier: Enter the previous ONR award number, or **N00014** if the application is not a renewal or expansion of an existing award; **Block 4b**, Agency Routing Number: **Enter the three (3) digit Program Office Code and the**

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Program Officer's name, last name first, in brackets (i.e., [Willis, Tommy]). Applicants who fail to provide a Program Officer code identifier may receive a notice that their proposal is rejected.

To attach the technical proposal in Grants.gov, download the application package

Click on "Research and Related Other Project Information"

Click on "Move form to Submission List"

Click on "Open Form"

You will see a new PDF document titled "Research & Related Other Project Information"

Block 7 is the Project Summary/Abstract -> click on "Add attachment" and attach the project summary/abstract. (You will not be able to type in the box, therefore, save the file you want to attach as Project Summary or Abstract).

Block 8 is the Project Narrative -> click on Add attachment and attach the technical proposal. (Save the file as Volume I- Technical Proposal since you will not be able to type in the box).

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

- Paper Size - 8.5 x 11 inch paper
- Margins - 1 inch
- Spacing - single-spaced
- Font - Times New Roman, 12 point
- Number of Pages - Volume (Vol. 1) is limited to no more than 25 pages. Limitations within sections of the proposal, if any, are indicated in the individual descriptions shown below. The cover page, table of contents, resumes and current and pending project and proposal submissions information are excluded from the page limitations. Full Proposals exceeding the page limit may not be evaluated. There are no page limitations to Volume 2.
- The full proposal shall be submitted electronically at <http://www.grants.gov> as delineated in paragraph 5 below.

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

Volume 1: Technical Proposal

- **Cover Page:** This shall include the words "Technical Proposal" and the following:
 1. BAA number 15-007;
 - 1) BAA Number ONR-15-BAA-0007;
 - 2) Title of Proposal;
 - 3) Identity of prime Offeror and complete list of subawards, if applicable;
 - 4) Technical contact (name, address, phone/fax, electronic mail address)
 - 5) Administrative/business contact (name, address, phone/fax, electronic mail address) and;
 - 6) Proposed period of performance (identify both the base period and any options, if included).

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7) Signature of authorized representative.

- **Table of Contents:** An alphabetical/numerical listing of the sections within the proposal, including corresponding page numbers.
- **Technical Approach and Justification:** The major portion of the proposal shall consist of a clear description of the technical approach being proposed. This discussion shall provide the technical foundation / justification for pursuing this particular approach / direction and why one would expect it to enable the objectives of the proposal to be met.

Project Schedule and Milestones: A summary of the schedule of events and milestones.

Reports:

The following are sample reports that are typically required under a research effort:

- Technical and Financial Progress Reports
- Presentation Materials
- Final Report

Grants do not include the delivery of software, prototypes, and other hardware deliverables.

Current and Pending Project and Proposal Submissions: Offerors are required to provide information on all current and pending support for ongoing projects and proposals, including subsequent funding in the case of continuing contracts, grants, and other assistance agreements. Offerors shall provide the following information of any related proposal submissions from whatever sources (e.g., ONR, Federal, State, local or foreign government agencies, public or private foundations, industrial or other commercial organizations).

The information must be provided for all proposals already submitted or submitted concurrently to other possible sponsors, including ONR. Concurrent submission of a proposal to other organizations will not prejudice its review by ONR:

- 1) Title of Proposal and Summary;
- 2) Source and amount of funding (annual direct costs; provide contract and/or grant numbers for current contracts/grants);
- 3) Percentage effort devoted to each project;
- 4) Identity of prime Offeror and complete list of subawards, if applicable;
- 5) Technical contact (name, address, phone/fax, electronic mail address)
- 6) Administrative/business contact (name, address, phone/fax, electronic mail address);
- 7) Duration of effort (differentiate basic effort);
- 8) The proposed project and all other projects or activities requiring a portion of time of the Principal Investigator and other senior personnel must be included, even if they receive no salary support from the project(s);

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- 9) The total award amount for the entire award period covered (including indirect costs) must be shown as well as the number of person-months or labor hours per year to be devoted to the project, regardless of source of support; and
- 10) State how projects are related to the proposed effort and indicate degree of overlap.

Qualifications: A discussion of the qualifications of the proposed Principal Investigator and any other key personnel. Include resumes for the Principal Investigator and other key personnel and full curricula vitae for Principal Investigators and consultants. The resumes and curricula vitae shall be attached to the proposal and will not count toward the page limitations.

VOLUME 2: Cost Proposal

The offeror must use the Grants.gov forms (including the Standard Form (SF) Research and Related (R&R) Budget Form) from the application package template associated with the BAA on the Grants.gov web Site located at <http://www.grants.gov/>. If options are proposed, the cost proposal must provide the pricing information for the option periods; failure to include the proposed costs for the option periods will result in the options not being included in the award. Assume that performance will start no earlier than 4 months after the date the cost proposal is submitted. A separate Adobe .pdf document shall be included in the application that provides appropriate justification and/or supporting documentation for each element of cost proposed.

Part 1: The itemized budget must include the following

- **Direct Labor** - Individual labor categories or persons, with associated labor hours and unburdened direct labor rates. Provide escalation rates for out years.

Administrative and clerical labor – Salaries of administrative and clerical staff are normally indirect costs (and included in an indirect cost rate). Direct charging of these costs may be appropriate when a major project requires an extensive amount of administrative or clerical support significantly greater than normal and routine levels of support. Budgets proposing direct charging of administrative or clerical salaries must be supported with a budget justification which adequately describes the major project and the administrative and/or clerical work to be performed.

- **Fringe Benefits and Indirect Costs** - (i.e., F&A, Overhead, G&A, etc) - The proposal must show the rates and calculation of the costs for each rate category. If the rates have been approved/negotiated by a Government agency, provide a copy of the memorandum/agreement. If the rates have not been approved/negotiated, provide sufficient detail to enable a determination of allowability, allocability and reasonableness of the allocation bases, and how the rates are calculated. Additional information may be requested, if needed. If composite rates are used, provide the calculations used in deriving the composite rates.
- **Travel** -The proposed travel cost must include the following for each trip: the purpose of the trip, origin and destination if known, approximate duration, the number of travelers, and the estimated cost per trip must be justified based on the organizations historical average cost per trip or other reasonable basis for estimation. Such estimates and the resultant costs claimed must conform to the

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applicable Federal cost principals. Offerors may include travel costs for the Principal Investigator to attend the peer reviews described in Section II of this BAA.

- Subawards/subcontracts Subawards/subcontracts - Provide a description of the work to be performed by the subrecipient/subcontractor. For each subaward, a detailed cost proposal is required to be submitted by the subrecipient(s). A proposal and supporting documentation must be received and reviewed before the Government can complete its cost analysis of the proposal and enter negotiations. ONR's preferred method of receiving subcontract information is for this information to be included with the Prime's proposal. However, a subcontractor's cost proposal can be provided in a sealed envelope with the recipient's cost proposal or via e-mail directly to the Program Officer at the same time the prime proposal is submitted. The e-mail shall identify the proposal title, the prime Offeror and that the attached proposal is a subcontract. See bullet below regarding Fee/profit guidance for subawards/subcontracts.
- Consultants - Provide a breakdown of the consultant's hours, the hourly rate proposed, any other proposed consultant costs, a copy of the signed Consulting Agreement or other documentation supporting the proposed consultant rate/cost, and a copy of the consultant's proposed statement of work if it is not already separately identified in the prime contractor's proposal.
- Materials & Supplies - Provide an itemized list of all proposed materials and supplies including quantities, unit prices, and the basis for the estimate (e.g., quotes, prior purchases, catalog price lists).
- Recipient Acquired Equipment or Facilities - Equipment and/or facilities are normally furnished by the Recipient. If acquisition of equipment and/or facilities is proposed, a justification for the purchase of the items must be provided. Provide an itemized list of all equipment and/or facilities costs and the basis for the estimate (e.g., quotes, prior purchases, catalog price lists). Allowable items normally are limited to research equipment not already available for the project. General purpose equipment (i.e., equipment not used exclusively for research, scientific or other technical activities, such as personal computers, laptops, office equipment) shall not be requested unless they will be used primarily or exclusively for the project. For computer/laptop purchases and other general purpose equipment, if proposed, include a statement indicating how each item of equipment will be integrated into the program or used as an integral part of the research effort.
- Other Direct Costs - Provide an itemized list of all other proposed other direct costs such as Graduate Assistant tuition, laboratory fees, report and publication costs, and the basis for the estimate (e.g., quotes, prior purchases, catalog price lists).

NOTE: If the grant proposal is for a conference, workshop or symposium:

1. *ONR will not sponsor ONR, Navy, or DoD driven event. Provide a list of other sponsors and the requested amounts to be funded by all sponsors.*
 2. *The funds provided by ONR may be used to pay for food or beverages as a direct cost only in exceptional circumstances. The funds will not be used for food or beverages unless*
 - a. *the grant proposal contains a request for such funding that is fully supported factually in accordance with the cost principles of the relevant OMB Circular, and*
 - b. *the grants officer determines that the funding is a reasonable, allocable, allowable expense under the relevant cost principles.*
- Options - The Base Period of Performance and Option Periods must be priced at the submission of

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the proposal. Unpriced options will not be included in any resulting award or grant.

- Fee/Profit - Fee/profit is unallowable under assistance agreements at either the prime or subaward level but may be permitted on any subcontracts issued by the prime awardee.

Part 2 - Cost breakdown by Government fiscal year and task/sub-task corresponding to the same task breakdown in the proposed Statement of Work. When options are contemplated, options must be separately identified and priced by task/subtask.

C. Significant Dates and Times -

Unclassified proposals shall be accepted via email only richard.t.willis@navy.mil ONR will not accept hard copy proposals.

Event	Date	Time
Full Proposal Due Date	2/24/2015	2:00 PM Eastern Standard Time
Notification of Selection: Full Proposals*	3/24/2015	
Awards*	11/24/2015	

**These dates are estimates as of the date of this announcement.*

NOTE:

Unclassified Proposals: In accordance with FAR sub-section 15.208 (b)(i) it is the Offeror's responsibility to ensure unclassified proposals are emailed no later than 5:00 pm Eastern Standard time 23 February 2015 to ensure proposals reach the Government point of entry no later than 2:00 pm 24 February 2015.

Classified proposals: It is the Offeror's responsibility to ensure classified proposals are mailed with sufficient time such that the ONR document control unit receives the proposal no later than 14:00, 24 February 2015. Due to changes in security procedures since September 11, 2001, the time required for hard-copy written materials to be received at the Office of Naval Research has increased. Materials submitted through the U.S. Postal Service, for example, may take seven days or more to be received, even when sent by Express Mail. Thus any hard-copy classified proposal shall be submitted long enough before the deadline established in the solicitation so that it will not be received late and thus be ineligible for award consideration."

D. Submission of Late Proposals -

The Government reserves the right to not review proposals submitted after 14:00, 24 February 2015.

E. Submission of Grant Proposals through Grants.gov

Detailed instructions entitled "Grants.Gov Electronic Application and Submission Information" on how to submit a Grant proposal through Grants.gov are under the Submit Proposals section of the website at

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<http://www.onr.navy.mil/Contracts-Grants/submit-proposal/grants-proposal/grants-gov.aspx>

By completing Block 17, the Grant Applicant is providing the certification on lobbying required by 32 CFR Part 28. Refer to Section VI, "Award Administration Information" entitled "Certifications" for further information.

For electronic submission of grant full proposals, there are several one-time actions that must be completed in order to submit an application through Grants.gov. These include obtaining a Dun and Bradstreet Data Universal Numbering System (DUNS) number, registering with the System for Award Management (SAM), registering with the credential provider, and registering with Grants.gov. See www.grants.gov, specifically www.grants.gov/GetStarted.

Use the Grants.gov Organization Registration Checklist at http://www.grants.gov/applicants/register_your_organization.jsp which will provide guidance through the process. Designating an E-Business Point of Contact (EBiz POC) and obtaining a special password called 'MPIN' are important steps in the SAM registration process. Applicants who are not registered with SAM.gov and Grants.gov shall allow at least 21 days to complete these requirements. The process shall be started as soon as possible. Any questions relating to the registration process, system requirements, how an application form works, or the submittal process **must** be directed to Grants.gov at 1-800-518-4726 (1-606-545-5035 for foreign applicants) or support@grants.gov.

Special Notices Relative to Grant Applications to be submitted through Grants.Gov:

All attachments to grant applications submitted through [Grants.Gov](http://www.grants.gov) must be in Adobe Portable Document Format (i.e., .PDF files). Proposals with attachments submitted in word processing, spreadsheet, or any format other than Adobe Portable Document Format will not be considered for award.

Applicants who have registered with Grants.gov are urged to submit their proposals electronically *at least* three days before the date and time that proposals are due so that they will not be received late and be ineligible for award consideration.

Proposal Receipt Notices:

After a full proposal is submitted through Grants.gov, the Authorized Organization Representative (AOR) will receive a series of three e-mails. It is extremely important that the AOR watch for and save each of the e-mails. You will know that your proposal has reached ONR when the AOR receives e-mail Number 3. You will need the Submission Receipt Number (e-mail Number 1) to track a submission. The three e-mails are:

Number 1 - The applicant will receive a confirmation page upon completing the submission to Grants.gov. This confirmation page is a record of the time and date stamp that is used to determine whether the proposal was submitted.

Number 2 - The applicant will receive an e-mail indicating that the proposal has been validated by Grants.gov within two days of submission (this means that all of the required fields have been completed).

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After an institution submits an application, Grants.gov generates a submission receipt via email and also sets the application status to "Received." This receipt verifies the Application has been successfully delivered to the Grants.gov system. Next, Grants.gov verifies the submission is valid by ensuring it does not contain viruses, the opportunity is still open, and the applicant login and applicant DUNS number match. If the submission is valid, Grants.gov generates a submission validation receipt via email and sets the application status to "Validated." If the application is not validated, the application status is set to "Rejected." The system sends a rejection email notification to the institution, and the institution must resubmit the application package. Applicants can track the status of their application by logging in to Grants.gov.

Number 3 - The third notice is an acknowledgement of receipt in e-mail form from ONR within ten days from the proposal due date, if applicable. The e-mail is sent to the authorized representative for the institution. The e-mail for proposals notes that the proposal has been received and provides the assigned tracking number.

V. EVALUATION INFORMATION

A. Evaluation Criteria -

Awards under this BAA will be made to proposers on the basis of the evaluation criteria listed below, and program balance to provide overall value to the Government. The Government reserves the right to request any additional, necessary documentation once it makes the award instrument determination. The Government reserves the right to remove proposers from award consideration shall the parties fail to reach agreement on award terms, conditions, and cost/price within a reasonable time, or the proposer fails to timely provide requested additional information. Evaluations will be conducted using the following evaluation criteria:

1. Overall scientific and technical merits of the proposal;
2. The qualifications, capabilities and experience of the proposed Principal Investigator (PI), team leader and key personnel who are critical in achieving the proposal objectives;
3. The offeror's capabilities, related experience, facilities, techniques or unique combinations of these which are integral factors for achieving the proposal objectives;
4. Potential Naval relevance and contributions of the effort to the agency's specific mission.
5. The realism of the proposed costs and availability of funds.

Criteria 1 through 3 above are significantly more important than Criteria 4 & 5, and Criteria 1 through 3 are of equal value. Cost realism and reasonableness shall also be considered to the extent appropriate.

The ultimate recommendation for award of proposals is made by ONR's scientific/technical community. Recommended proposals will be forwarded to the ONR Contracts and Grant Awards Management office. Any notification received from ONR that indicates that the Offeror's full proposal has been recommended, does not ultimately guarantee an award will be made. This notice indicates that the proposal has been selected in accordance with the evaluation criteria above and has been sent to the contracting department to conduct cost analysis, determine the offeror's responsibility, and take other relevant steps necessary prior to commencing negotiations with the offeror.

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B. Commitment to Small Business - (For Contract Awards Only)

The Office of Naval Research is strongly committed to providing meaningful subcontracting opportunities for small businesses, small disadvantaged businesses (SDBs), woman-owned small businesses (WOSBs), historically underutilized business zone (HUBZone) small businesses, veteran-owned small business (VOSBs), service disabled veteran-owned small businesses (SDVOSBs), historically black colleges and universities, and minority institutions, and other concerns subject to socioeconomic considerations through its awards.

Businesses unfamiliar with doing business with the government and require assistance may contact the state-specific Department of Defense (DoD) Procurement Technical Assistance Center (PTAC). DoD PTACs serve as a resource for businesses pursuing and performing under contracts with DoD, other federal agencies, state and local governments and with government prime contractors. Assistance provided by the PTACs is usually free of charge. PTAC support includes registration in systems such as SAM, identification of contract opportunities, understanding requirements and preparing and submitting proposals. The PTACs have a presence in each state, Puerto and Guam. To locate a local PTAC visit:

<http://www.dla.mil/SmallBusiness/Pages/ProcurementTechnicalAssistanceCenters.aspx> or
<http://www.aptac-us.org/new/> .

1) Subcontracting Plan - For proposed awards to be made as contracts that exceed \$650,000, large businesses and non-profits (including educational institutions) shall provide a Subcontracting Plan (hereafter known as the 'Plan') that contains all elements required by FAR Subpart 19.704, FAR 52.219-9 and as supplemented by DFARS 252.219-7003.

NOTE: Small businesses are exempt from this requirement.

The Plan must be submitted as an attachment to the "Proposal Checklist" and will not be included in the page count. If a company has a Master Subcontracting Plan, as described in FAR 19.701 or a Comprehensive Subcontracting Plan, as described in DFARS 219.702, a copy of the Plan shall also be submitted as an attachment to the Proposal Checklist.

Plans will be reviewed for adequacy, ensuring that the required information, goals, and assurances are included. FAR 19.702 require the apparently successful offeror to submit an acceptable Plan. If the apparently successful offeror fails to negotiate a Plan acceptable to the contracting officer within the time limit prescribed by the contracting officer, the offeror will be ineligible for award.

Offerors shall propose a plan that ensures small businesses (inclusive of SDBs, WOSBs, HUBZone, VOSBs and SDVOSBs, etc...) will have the maximum practicable opportunity to participate in contract performance consistent with its efficient performance.

As a baseline, offerors shall to the best extent possible propose realistic goals to ensure small business participation in accordance with the current or most recent fiscal year subcontracting goals found on the DoD Office of Small Business Program website at: <http://www.acq.osd.mil/osbp/>. If proposed goals are below the statutory requirements, then the offeror shall included in the Plan a viable written explanation as

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to why small businesses are unable to be utilized and what attempts were taken to ensure that small business were given the opportunity to participate in the effort to the maximum extent practicable.

2) Small Business Participation Statement –

If subcontracting opportunities exist, all prime Offerors shall submit a Small Business Participation Statement regardless of size in accordance with DFARS 215.304 when receiving a contract for more than the simplified acquisition threshold (i.e., \$150,000). All offerors shall provide a statement of the extent of the offerors commitment in providing meaningful subcontracting opportunities for small businesses and other concerns subject to socioeconomic considerations through its awards and must agree that small businesses, VOSBs, SDVOSBs, HUBZones, SDBs, and WOSBs concerns will have to the maximum practicable opportunity to participate in contract performance consistent with its efficient performance.

This assertion will be reviewed to ensure that it supports this policy by providing meaningful subcontracting opportunities. The statement shall be submitted as a part of the proposal package and will not be included in the page count.

3) Subcontracting Resources -

Subcontracting to a prime contractor can be a good way to participate in the contracting process. The following is a list of potential resources that may assist in locating potential subcontracting partners/opportunities:

- Companies Participating in DoD Subcontracting Program Report
- DAU Small Business Community of Practice (SB COP)
- DefenseLink = \$6.5M Award Notices
- DoD OSBP Prime Contractors and Subcontractors with Subcontracting Plans
- Dynamic Small Business Search
- Electronic Subcontracting Reporting System (eSRS)
- Federal Business Opportunities (FEDBIZOPPS)
- Navy SBIR/STTR Search – Website or Brochure
- DoD Procurement Technical Assistance Centers (PTAC)
- Small Business Administration (SBA) Subcontracting Opportunities Directory
- SBA Subnet

For a description and associated websites visit the ONR Office of Small Business webpage at:
<http://www.onr.navy.mil/Contracts-Grants/small-business.aspx>.

For example, in accordance with FAR Subpart 5.206, entities may transmit a notice to a Government Point of Entry (GPE) to seek competition for subcontracts and to increase participation by qualified HUBZone small business, small, small disadvantaged business, women-owned small business, veteran-owned small business and service-disabled veteran-owned small business concerns is encouraged, and to meet established subcontracting plan goal as follows:

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- (a) A contractor awarded a contract exceeding \$150,000 that is likely to result in the award of any subcontracts;
- (b) A subcontractor or supplier, at any tier, under a contract exceeding \$150,000, that has a subcontracting opportunity exceeding \$15,000.

The notices must describe-

- (a) The business opportunity;
- (b) Any prequalification requirements; and
- (c) Where to obtain technical data needed to respond to the requirement.

An example of a GPE is the SBA SUB-Net which is a place in which prime contractors may post solicitations or sources sought notices for small business. The SUB-Net database provides a listing of subcontracting solicitations and opportunities posted by large prime contractors and other non-federal agencies.

C. Options -

The Government will evaluate options for award purposes by adding the total cost for all options to the total cost for the basic requirement. Evaluation of options will not obligate the Government to exercise the options during the period of performance.

D. Evaluation Panel -

Technical and cost proposals submitted under this BAA will be protected from unauthorized disclosure in accordance with FAR 3.104-4 and 15.207. The cognizant Program Officer and other Government scientific experts will perform the evaluation of technical proposals. Restrictive notices notwithstanding, one or more support contractors may be utilized as subject-matter-expert technical consultants. However, proposal selection and award decisions are solely the responsibility of Government personnel. Each support contractor's employee having access to technical and cost proposals submitted in response to this BAA will be required to sign a non-disclosure statement prior to receipt of any proposal submissions.

VI. AWARD ADMINISTRATION INFORMATION

- A. North American Industry Classification System (NAICS) code - The NAICS code for this announcement is "541712" with a small business size standard of "500 employees".
- B. System for Award Management (SAM): All Offerors submitting proposals or applications must:
 - a. be registered in the SAM prior to submission;
 - b. maintain an active SAM registration with current information at all times during which it has an active Federal award or an application under consideration by any agency; and
 - c. provide its DUNS number in each application or proposal it submits to the agency.

The System for Award Management (SAM) is a FREE WEBSITE that consolidates the capabilities you used to find in CCR/FedReg, ORCA, and EPLS. Future phases of SAM will add the capabilities

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of other systems used in Federal procurement and awards processes.

SAM may be accessed at <https://www.sam.gov/portal/public/SAM/>

C. Access to your Grant and Contract Award

Effective 01 October 2011, hard copies of award/modification documents are no longer be mailed to Offerors. All Office of Naval Research (ONR) award/modification documents will be available via the Department of Defense (DoD) Electronic Document Access System (EDA).

EDA is a web-based system that provides secure online access, storage, and retrieval of awards and modifications to DoD employees and vendors.

If you do not currently have access to EDA, complete a self-registration request as a "Vendor" via <http://eda.ogden.disa.mil> following the steps below:

- Click "New User Registration" (from the left Menu)
- Click "Begin VENDOR User Registration Process"
- Click "EDA Registration Form" under Username/Password (enter the appropriate data)
- Complete & Submit Registration form

Allow five (5) business days for your registration to be processed. EDA will notify you by email when your account is approved.

Registration questions may be directed to the EDA help desk toll free at 1-866-618-5988, Commercial at 801-605-7095, or via email at cscassig@csd.disa.mil (Subject: EDA Assistance)

VII. OTHER INFORMATION

A. **Applies to Grant applications only:**

- i. Federal Funding Accountability and Transparency Act of 2006:

The Federal Funding Accountability and Transparency Act of 2006 (Public Law 109-282), as amended by Section 6202 of Public Law 110-252, requires that all agencies establish requirements for recipients reporting information on subawards and executive total compensation as codified in 2 CFR 33.110. Any company, non-profit agency or university that applies for financial assistance (grants) as either a prime or sub-recipient under this BAA must provide information in their proposal that describes the necessary processes and systems in place to comply with the reporting requirements identified in 2 CFR 33.220 and Appendix A. Entities are **exempt** from this requirement **UNLESS** in the preceding fiscal year, it received: a) 80 percent or more of its annual gross revenue in Federal contracts (and subcontracts), loans, grants (and subgrants), and cooperative agreements; b) \$25 million or more in annual gross revenue from Federal contracts (and subcontracts), loans, grants (and

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subgrants), and cooperative agreements; and c) the public does not have access to information about the compensation of the senior executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 or section 6104 of the Internal Revenue Code of 1986.

ii. Military Recruiting On Campus (DoDGARS Part 22.520)

This applies to domestic U. S. colleges and universities. Appropriate language from 32 CFR 22.520 Campus access for military recruiting and Reserve Officer Training Corps (ROTC) will be incorporated in all university grant awards.

iii. Certification regarding Restrictions on Lobbying: :

Grant and Cooperative Agreement awards greater than \$100,000, as well as OTAs not under Section 845, require a certification of compliance with a national policy mandate concerning lobbying. Grant, applicants shall provide this certification by electronic submission of SF424 (R&R) as a part of the electronic proposal submitted via Grants.gov (complete Block 17).

iv. Representation Regarding an Unpaid Delinquent Tax Liability or a Felony Conviction Under any Federal Law - DOD Appropriations:

All grant applicants are required to complete the "Representation on Tax Delinquency and Felony Conviction" found at <http://www.onr.navy.mil/Contracts-Grants/submit-proposal/grants-proposal.aspx> by checking the "I agree" box in block 17 and attaching the representation to block 18. of the SF424 (R&R) as part of the electronic proposal submitted via Grants.gov. The representation reads as follows:

1. The applicant represents that it is ___ is not___ a corporation that has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in timely manner pursuant to an agreement with the authority responsible for collecting the tax liability
2. The applicant represents that it is___ is not __a corporation that was convicted of a felony criminal violation under any Federal law within the preceding 24 months.

NOTE: If an applicant responds in the affirmative to either of the above representations, the applicant is ineligible to receive an award unless the agency suspension and debarment official (SDO) has considered suspension or debarment and determined that further action is not required to protect the Government's interests. The applicant therefore shall provide information about its tax liability or conviction to the agency's SDO as soon as it can do so, to facilitate completion of the required consideration before award decisions are made.

B. Applies to Contracts only:

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i. System for Award Management (SAM):

FAR 52.204-7 System for Award Management and FAR 52.204-13 System for Award Management Maintenance are incorporated into this BAA, and FAR 52.204-13 will be incorporated in all awards.

ii. Employment Eligibility Verification:

As per FAR 22.1802, recipients of FAR-based procurement contracts must enroll as Federal Contractors in E-verify and use E-verify 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."

iii. FAR / DFARS Provisions:

For purposes of illustration and not of limitation, provisions that, as applicable, may be incorporated into an ONR contract resulting from this BAA include the following:

#	Provision
52.204-7	System for Award Management
52.215-16	Facilities Capital Cost of Money
52.215-22	Limitations on Pass Through Charges - Identification of Subcontract Effort
52.216-1	Type of Contract
52.216-27	Single or Multiple Awards
52.217-4	Evaluation of Options Exercised at time of Contract Award
52.217-5	Evaluation of Options
52.222-24	Preaward On-Site Equal Opportunity Compliance Evaluation (Applies if exceeds \$10M)
25.226-2	Historically Black College or University and Minority Institution Representation
52.230-7	Proposal Disclosure - Cost Accounting Practice Changes
52.232-15	Progress Payments not included
52.233-2	Service of Protest
52.252-1	Solicitation Provisions Incorporated by Reference
52.252-3	Alterations in Solicitation
52.252-5	Authorized Deviations in Provisions
252.203-7005	Representation Relating to Compensation of Former DoD Officials
252.204-7004	Alternate A, System for Award Management
252.215-7003	Requirements for Submission of Data Other than Certified Cost or Pricing Data - Canadian Commercial Corporation

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iv. Combating Trafficking in Persons

Appropriate language from FAR Clause 52.222-50 will be incorporated in all awards.

v. Updates of Information regarding Responsibility Matters

FAR clause 52.209-9, Updates of Publicly Available Information Regarding Responsibility Matter, 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.

C. Applies to All:

i. Organizational Conflicts of Interest

All Offerors and proposed subcontractors must affirm whether they are providing scientific, engineering, and technical assistance (SETA) or similar support to any ONR technical office(s) through an active contract or subcontract. All affirmations must state which office(s) the offeror supports and identify the prime contract numbers. Affirmations shall be furnished at the time of proposal submission. All facts relevant to the existence or potential existence of organizational conflicts of interest (FAR 9.5) must be disclosed. The disclosure shall include a description of the action the offeror has taken or proposes to take to avoid, neutralize, or mitigate such conflict. Unless a waiver is granted under FAR 9.503, a contractor cannot simultaneously be a SETA and a research and development performer. Proposals that fail to fully disclose potential conflicts of interests or do not have acceptable plans to mitigate identified conflicts will be rejected without technical evaluation and withdrawn from further consideration for award. Additional ONR OCI guidance can be found at <http://www.onr.navy.mil/About-ONR/compliance-protections/Organizational-Conflicts-Interest.aspx>. If a prospective offeror believes that any conflict of interest exists or may exist (whether organizational or otherwise), the offeror shall promptly raise the issue with ONR by sending his/her contact information and a summary of the potential conflict by e-mail to the Business Point of Contact in Section I, item 7 above, before time and effort are expended in preparing a proposal and mitigation plan. If, in the sole opinion of the Government after full consideration of the circumstances, any conflict situation cannot be effectively avoided, the proposal may be rejected without technical evaluation and withdrawn from further consideration for award under this BAA.

ii. Project Meetings and Reviews

Individual program reviews between the ONR sponsor and the performer may be held as necessary. Program status reviews may also be held to provide a forum for reviews of the latest results from experiments and any other incremental progress towards the major demonstrations. These meetings will be held at various sites throughout the country. For costing purposes, offerors shall assume that 40% of these meetings will be at or near ONR, Arlington VA and 60% at other contractor or government facilities. (This statement does not apply to international offerors submitting proposals to ONRG. International offerors

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should contact the cognizant ONRG Administrative Director (AD) for guidance prior to submitting a proposal.) Interim meetings are likely, but these will be accomplished via video telephone conferences, telephone conferences, or via web-based collaboration tools.

iii. Executive Compensation and First-Tier Subcontract Reporting (APPLIES ONLY TO CONTRACTS)

The 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. A similar award term will be used in all grants.

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