

**Special Program Announcement for 2011**  
**Office of Naval Research**  
**Applied Research**  
**“Data to Decision”**

Contracting Information

Industry Day

Lynn Christian, Code 0251 (703) 696-1575

San Francisco, CA : 28 February 2011

Kenesha Hargrave, Code 0251 (703) 696-5345

Boston, MA: 03 March 2011

# Agenda

- Eligibility and Contract Type
- Collaboration
- Expected number of awards
- Proposal development period
- Period of performance
- Cost proposal needs
- Acceptable methods of submission for proposals
- Other important needs

# Eligibility and Contract Type

- Open to all responsible sources from academia and industry, including:
  - Historically Black Colleges, Universities, and Minority Institutions
- FFRDCs, Navy laboratories and warfare centers, and DoD civilian agency laboratories are NOT eligible for prime award
- Both grants and contracts may be awarded
- ITAR restricted topics are limited to “US persons”

# Collaboration

- Offerors are encouraged to collaborate regarding specific topics
- Offerors must be willing to exchange software, data, and other information with other contractors

# Expected Number of Awards

- The government intends to make 8 to 10 individual awards with a value of \$300,000 to \$750,000 per year per award, however, lower and higher costs will be considered

- Full proposals are due on 29 March 2011
- Full Proposals received after that date will be considered as time and availability of funding permit
- Awards are anticipated to be made in the 1 August 2011 timeframe

# Period of Performance

- The period of performance is from 1 to 4 years
- Offerors should submit proposals as a base year plus appropriate number of option years

# Proposal Needs (1 of 3)

- ONR Proposal submission requirements have changed
  - Contracts
    - Address full proposals to the Office of Naval Research at the address in the BAA page 25, attention “Mr. Gary Toth, ONR Code 311”
    - All proposals must use the ONR Technical and Cost Template and Cost Proposal Spreadsheet found at:  
<http://www.onr.navy.mil/Contracts-Grants/submit-proposal/contracts-proposal/cost-proposal.aspx>
    - 1 original paper copy, plus 1 additional paper copy, plus 1 electronic copy on a DVD in Microsoft Word or Excel 2003 compatible format
    - Follow the step-by-step instructions in ONR Long Range Broad Agency Announcement 11-001, section IV “Application and Submission Information”, page 17 for contracts
  - Grants
    - Full proposals for grants must be submitted through <http://www.grants.gov>
    - On form SF424:
      - Block 4a, Federal Identifier, enter: “N00014”
      - Block 4b, Agency Routing Number, enter: “311 [Toth, Gary]”
    - Failure to provide the correct information in Blocks 4a and 4b may lead to rejection of the proposal
    - Follow the step-by-step instructions in ONR Long Range Broad Agency Announcement 11-001, section IV “Application and Submission Information”, page 18 for grants
    - See page 21 of the BAA for preparation of cost proposals for grants
    - Also follow the detailed instructions “Grant.gov Electronic Application and Submission Information” at:  
<http://www.onr.navy.mil/contracts-grants/submit-proposal/grants-proposal/grants-gov.aspx>



# Proposal Needs (2 of 3)

- Tips:
  - Statement of work must be severable and self-standing without any proprietary restrictions
  - Any information developed as a result of this effort must be shared with other collaborators
  - Base and option periods must be priced separately.
  - No un-priced options will be accepted.
  - Offeror must have a DCAA or DCMA approved accounting system by time of award
  - Offeror must be registered in Central Contractor Registry
  - Offeror must complete on-line representations and certifications application at:  
<https://orca.bpn.gov/>
  - Offeror must also complete ONR contract-specific representations and certifications at:  
<http://www.onr.navy.mil/en/contracts-grants/submit-proposal/contracts-proposal.aspx>

# Proposal Needs (3 of 3)

- Tips (cont'd):
  - For any offeror that is a large business and proposes subcontractor costs greater than \$650,000:
    - Provide a small business subcontracting plan
  - Signed consultant agreements showing hours, rates, statement of work shall be submitted no later than solicitation closing date/time
  - Provide supporting documentation for any proposed materials

# Methods of Submission

- For Contracts, proposals shall be sent via the United States Post Office or a commercial carrier to the Office of Naval Research at the address stated in the special notice
- Ensure delivered proposals include **on the outside envelope** the following point of contact:  
    Mr. Gary Toth, ONR Code 311
- No faxed, hand-carried, or emailed proposal submissions will be accepted
- Grants submitted through [grants.gov](http://grants.gov)

# Other Important Issues

- Ensure current direct labor rates and indirect rates are on file at DCAA
- DCAA audits of the contractor accounting, purchasing, and estimating systems must be current (within 1 year of date of proposal submission)
- If current audit results are not available, contact DCAA office immediately to schedule an audit –  
no award can be made until the audit is current
- If there are discrepancies between this Industry Day brief and the BAA, the BAA/Special Notice takes precedence

# Wrap-Up

- Questions may be submitted via email by 7 March 2011
  - To: Mr. Gary Toth  
gary.toth@navy.mil
  - Copy to: Ms. Kim McCormick  
kim.mccormick@navy.mil
- Responses will be provided on FedBizOps, grants.gov, and the ONR website ([www.onr.navy.mil](http://www.onr.navy.mil))