



SCIENTIFIC SERVICES PROGRAM (SSP) W911NF-10-R-0004

Presented by

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TECHNOLOGY DRIVEN. WARFIGHTER FOCUSED.



QUESTIONS TODAY - REMINDER

Please fill out a 3X5 for any questions today.

- **I will answer questions concerning the SSP Solicitation after the presentation.**
- **Also, you can hand questions in at the registration desk at any time during the day.**
- **Unless the question is of a proprietary nature, all questions will be answered on the website for the benefit of all potential offerors.**
- **Questions of a proprietary nature will be answered directly to the poser of the question. Thus, if you believe you are asking a question that is proprietary in nature, please make sure you include your name and email address on the 3X5 card with your question.**



DRAFT SOLICITATION

- **Draft Solicitation W911NF-10-R-0004 was issued for the Scientific Services Program on 01 July 2010**
- **The final Solicitation will be issued on or about 16 July 2010**



TYPE OF CONTRACT

- **Single Indefinite Delivery Indefinite Quantity (IDIQ) Contract**
- **2 years**
- **Firm Fixed Price CLINs**
- **Cost Plus Fixed Fee CLIN**
- **Performance-Based Acquisition**



TYPE OF CONTRACT

- **IDIQ Contracts are used to acquire supplies and/or services when the exact times and/or exact quantities of future deliveries are not known at the time of contract award.**
- **Delivery Orders/Task Orders are issued under IDIQ Contracts**



TYPE OF CONTRACT

- **Delivery Order- Order for “Supplies” placed against a contract**
- **Task Order - Order for “Services” placed against a contract**



TYPE OF CONTRACT

CLIN 0001 Firm Fixed Price— Administrative Management

- **Offerors will propose a price per task order to manage modifications and reports through completion of contract and closeout.**



TYPE OF CONTRACT

CLIN 0002 – Cost Plus Fixed Fee

- **This CLIN includes individual SOWs provided as task orders as defined in Section C of the Solicitation.**
- **Not to Exceed amount of \$94,000,000.00 based on historical data**



TYPE OF CONTRACT

CLIN 0003 – Army Contractor Manpower Reporting

The Office of the Assistant Secretary of the Army (Manpower & Reserve Affairs) operates and maintains a secure Army data collection site where the contractor will report ALL contractor manpower (including subcontractor manpower) required for performance of this contract.



TYPE OF CONTRACT

CLIN 0003 – Contractor Manpower Reporting

The contractor must create an account before entering the site and is required to completely fill in all the information in the format using the following web address:

<https://contractormanpower.army.pentagon.mil>



TYPE OF CONTRACT

CLIN 0003 – Contractor Manpower Reporting Examples:

- **Estimated direct labor hours (including subcontractors)**
- **Estimated direct labor dollars paid this reporting period (including subcontractors)**
- **Total payments (including subcontractors)**



TYPE OF CONTRACT

Performance Based Contracting

- Describe the work in terms of the required results rather than how the work is to be accomplished
- Measurable performance standards to encourage competitors to develop and institute innovative and cost-effective methods of performing the work



KEY PERSONNEL

- **The offeror shall identify key positions by title and the personnel by name who will fill them (See Section H.3 Key Personnel).**
- **The offeror shall provide resumes for key personnel. Each resume shall be limited to 3 pages.**



KEY PERSONNEL

During the first ninety (90) days of performance, the Contractor shall make no substitutions of key personnel unless the substitution is necessitated by illness, death, or termination of employment.



INDIRECT COST LIMITATION

Pursuant to DOD APPROPRIATIONS ACT, FY 2010. Public Law 111-118, 19 December 2009, no funds made available under that act may be used to pay indirect costs that exceed thirty-five percent of the total amount of the contract for basic research. This act applies to task orders that are funded with DoD basic research funding (6.1).



ATTACHMENTS REQUIRED

Small Business Subcontracting Plan- FAR 19.702

Required for contracts or contract modifications, that individually is expected to exceed \$550,000 (\$1,000,000 for construction) and that has subcontracting possibilities, shall require the offeror to submit an acceptable subcontracting plan.



ATTACHMENTS REQUIRED

Quality Assurance Surveillance Plan

- **The Quality Assurance Surveillance Plan will be evaluated as part of the management capability evaluation. This plan shall, at a minimum, address the following.**
- **Sampling and measuring techniques for the contract.**
- **Procedures to be utilized to insure inspection will be taken from all phases of work flow**



ATTACHMENTS REQUIRED

Quality Assurance Surveillance Plan

- **Where and by whom daily contractor process controls and inspections will be performed.**
- **How and when daily inspection and tests or reviews will be held to check for: 1) errors and 2) timeliness.**
- **Address the safeguarding and protection of privacy information.**



ATTACHMENTS REQUIRED

Performance Based Standards

Determines how a service can be measured and what performance standards and quality levels apply. The performance standard establishes the performance level required by the government. Correspondingly, the acceptable quality level (AQL) establishes a maximum allowable error rate or variation from the standard. Attachment 3 of Solicitation.



ATTACHMENTS REQUIRED

Contract Security Classification Form (DD254)

The method used to provide offerors with security classification. Informs offerors of the level of information they will be required to access, level of security clearance required, how contractor will process, store, transmit and destroy classified information when contract is complete.



ATTACHMENTS REQUIRED

Contract Security Classification Form (DD254)

- **The SSP contract will have a Top Secret Clearance and a DD254 will be required for this contract as Attachment 4.**
- **The Top Secret Clearance and DD 254 are required based on task orders that have historically been awarded under the SSP Contract.**



ATTACHMENTS REQUIRED

Contract Data Requirements List (CDRL) CLIN 0001

- **A0001 - Final Technical Report**
- **A0002 - Special Report**
- **A0003 - Monthly Report**
- **A0004 - Fiscal Year Report**
- **A0005 - Advertisement**

AWARD INFORMATION

There are several one-time actions that an offeror must complete in order to submit a proposal

- **Obtain a Dun and Bradstreet Data Universal Numbering System (DUNS) number (<http://www.dnb.com/us/>)**
- **Register with the Central Contract Registry (CCR) (<https://www.bpn.gov/ccr/default.aspx>)**



AWARD INFORMATION

- **All incomplete and/or non-compliant proposals will be removed from consideration and the Offeror notified.**
- **Offerors who fail to submit the requested information as detailed in the solicitation by the proposal due date will not be considered.**



AWARD INFORMATION

This requirement is currently being performed under ARO Contract W911NF-07-D-0001. The current contractor is Battelle Memorial Institute, 505 King Avenue, Columbus, OH 43201-2693.



AWARD INFORMATION

In accordance with FAR 52.215-1, the Government intends to evaluate proposals and award a contract without discussions with Offerors (except clarifications as described in FAR 15.306(a)). However, the Government reserves the right to conduct discussions if the Contracting Officer later determines them to be necessary.



PROPOSAL SUBMISSION

The Government shall not be obligated to pay any cost incurred by the offeror in the preparation and submission of a proposal in response to the solicitation.



PROPOSAL SUBMISSION

HAND-CARRIED OFFERS

**U.S. Army Research Office
RDECOM Contracting Center
Research Triangle Park Contracting Division
ATTN: Vonetta Y. Goodson,
W911NF-10-R-0004
4300 South Miami Boulevard
Durham, North Carolina 27703-9142**



PROPOSAL SUBMISSION

DELIVERIES BY MAIL

**U.S. Army Research Office
RDECOM Contracting Center
Research Triangle Park Contracting Division
Attn: Vonetta Y. Goodson
W911NF-10-R-0004
P.O. Box 12211
Research Triangle Park, North Carolina
27709-2211**



PROPOSAL SUBMISSION

- In addition to hard copy submission, an electronic copy is required to be sent to BAA@arl.army.mil
- One CD is required for each volume formatted for Microsoft Office Word 2000 (or newer) and formatted for 8.5 X 11 inches.
- Request the offeror submit 1 copy to the cognizant Defense Contract Audit Agency (DCAA) and label it as W911NF-10-R-0004. Be sure to advise the DCAA that the proposal is “For Official Use Only” and “Source Selection Information—See FAR 3.104”.



PROPOSAL SUBMISSION

5 VOLUMES REQUIRED FOR SUBMISSION

Volume 1 - Technical and Management Capability

Volume 2 - Past Performance

Volume 3 - Price

Volume 4 - Quality Assurance Plan

Volume 5 - Small Business Participation Plan



EVALUATION PROCESS

This is a best value source selection. The best value is the most advantageous offer, price, past performance, and other factors considered, providing best technical quality, business aspects, risks, and price, and in consonance with the Government's stated importance of evaluation criteria.



EVALUATION PROCESS

- **A Source Selection Evaluation Board (SSEB) will review the proposals. The SSEB, consisting of qualified groups of scientists, managers, and cost specialists, will evaluate each proposal and provide the results of that evaluation to the Source Selection Authority (SSA).**
- **The SSA will make decisions concerning the competitive range and award selection.**
- **If negotiation discussions are held, the Contracting Officer will coordinate with the offerors at that time.**



EVALUATION PROCESS

The evaluation factors to be utilized are (1) Technical Capability, (2) Management Capability, (3) Past Performance, (4) Price, and (5) Small Business Participation Plan. The order of importance is in descending order.



EVALUATION PROCESS

Technical Capability will be evaluated as follows:

- **Research and Development Performance Capability:** The offeror must demonstrate technical personnel covering a broad enough range of specialties as those listed in paragraph C.1 of the Statement of Work so the offeror can execute 35% of the SSP task orders that may be placed in a typical year.



EVALUATION PROCESS

- **Execute Scientific Tasks:** The offeror must outline a plan to execute the high volume of Request for Proposals (RFPs) received from the government. The Government will review the plan for specific information on how the offeror plans to process proposals in a timely manner.



EVALUATION PROCESS

Management Capability will be evaluated as follows:

- **Management Information System (MIS):**
The offeror must describe the data systems, procedures, techniques, and task order tracking system that will be employed to support management of the SSP.



EVALUATION PROCESS

Quality Assurance Plan: The offeror must submit a plan that provides techniques and process controls for managing the program.



EVALUATION PROCESS

Past Performance will be evaluated as follows:

- (a) Program Management:**
- (b) Cost Control:**
- (c) Small Business:**
- (d) Relevancy: The offeror must demonstrate through past performance the magnitude and complexity of related efforts performed. The offeror will provide information on a minimum of 3 current contracts of a similar nature.**



EVALUATION PROCESS

Price will be evaluated on the basis of the competitive offerors received.

In addition, the government will review the realism, reasonableness, and affordability of price within funding constraints.



EVALUATION PROCESS

Small Business Participation Plans

- (1) The extent to which (SB) firms are identified in proposals;**
- (2) The extent of commitment to SB firms**
- (3) The complexity and variety of the work small firms are to perform;**
- (4) Past performance of the offerors**
- (5) The extent of participation of SB firms in terms of the value of the total acquisition and the extent of which the proposals meets or exceeds RDECOM's small business participation goals for this acquisition.**



EVALUATION PROCESS

Proposals submitted in response to this Solicitation will be evaluated against the evaluation factors set forth in the solicitation, using an adjectival and color rating system.



AWARD SCHEDULE

- All questions pertaining to the RFP shall be submitted electronically to vonetta.goodson@us.army.mil. Questions must identify the author and company name.
- All questions and responses pertaining to the RFP will be published and made available at <http://www.arl.army.mil/www/default.cfm?Action=6&Page=8>

QUESTIONS

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