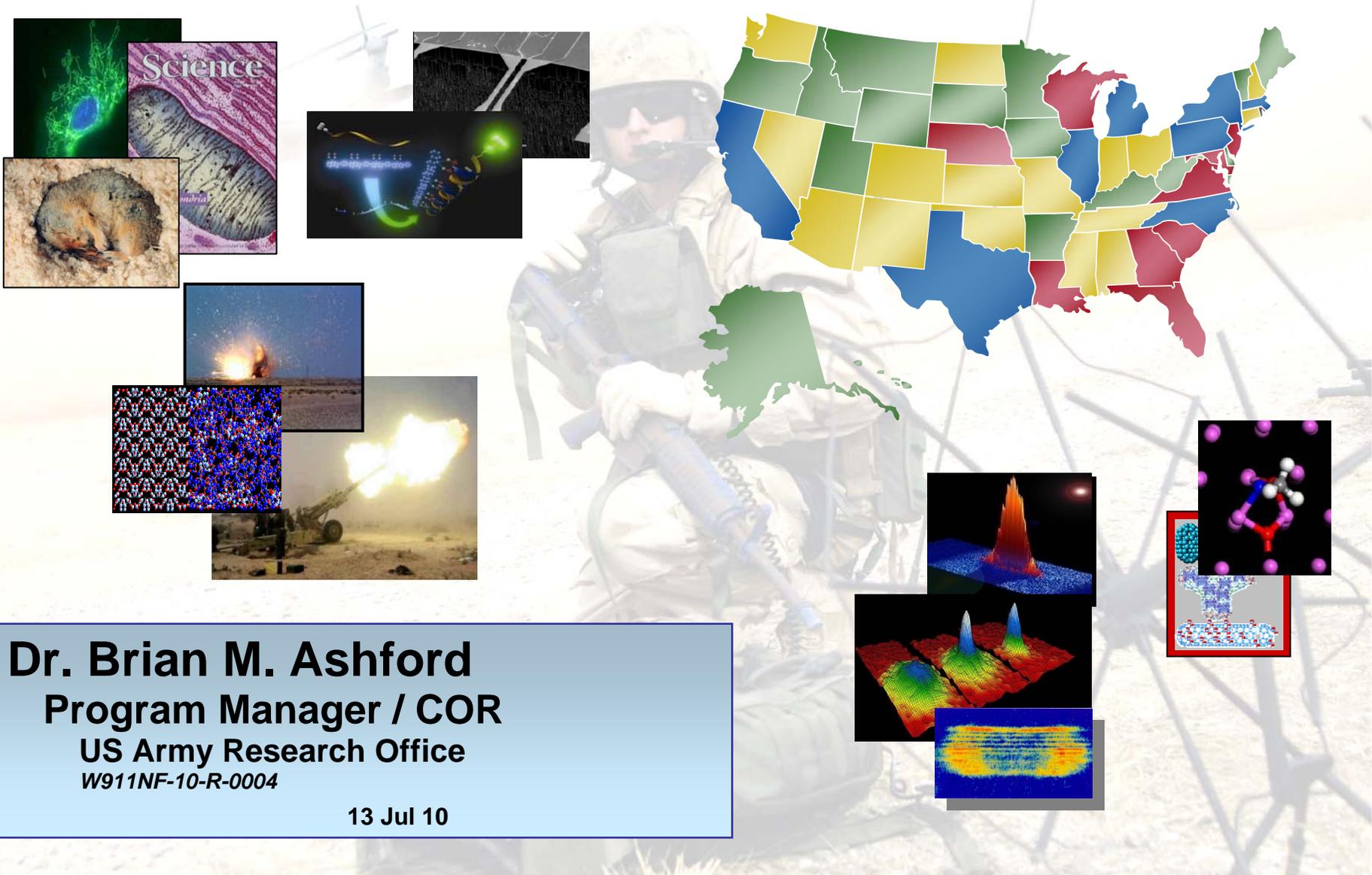




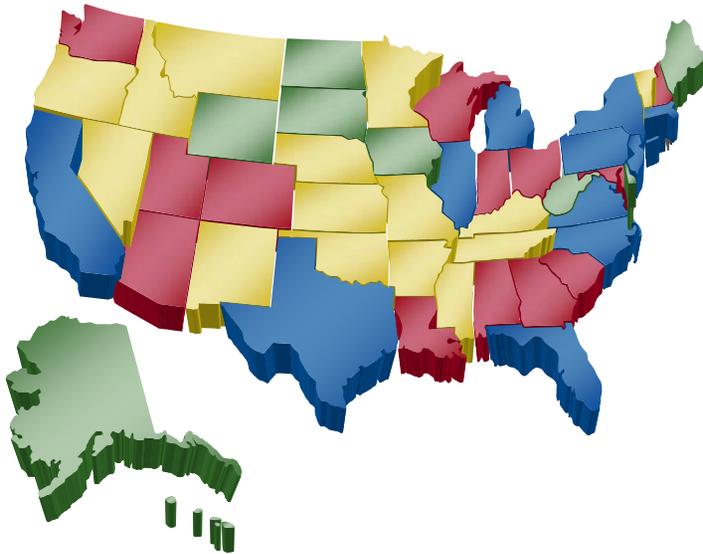
# Scientific Services Program (SSP) Bidder's Conference



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- *SSP Technical Overview*
- *SSP Technical Details*
- *SSP Evaluation Factors*
- *SSP Process*

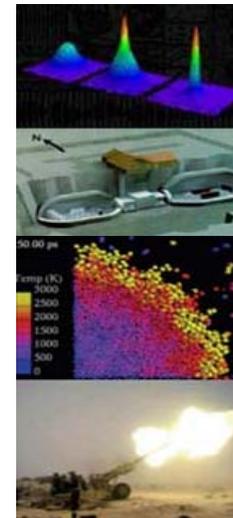


## Through the Scientific Services Program:

- Non-government scientists, engineers, analysts, consultants and subject matter experts can be quickly subcontracted to perform short term, well defined efforts
- When required expertise is not available, subcontracts are competitively issued to SSP task performers
- Self-employed consultants, faculty, colleges & universities, small and large businesses may perform SSP tasks

## Technology Areas

- |                                   |                         |
|-----------------------------------|-------------------------|
| • Chemical Sciences               | • Engineering Sciences  |
| • Life Sciences                   | • Mathematics           |
| • Materials Science               | • Network Sciences      |
| • Physics                         | • Modeling & Simulation |
| • Medical/Health Sciences         | • Psychology            |
| • Electronics & Computer Sciences | • Social Sciences       |
| • Environmental Sciences          |                         |



## SSP SOW Description:

Work of a scientific and technical nature for the solution of problems

Research & development that can be described as a study, analysis, evaluation, assessment or interpretation





## *SSP Evaluation Factors*



**The government will conduct a structured evaluation to examine an offeror's ability to understand/perform the Govt's requirements.**

**Evaluation factors to be utilized are:**

- (1) Technical Capability**
- (2) Management Capability**
- (3) Past Performance**
- (4) Price**
- (5) Small Business Participation Plan**

**The order of importance is in descending order:**

- Technical Capability is significantly more important than Management Capability**
- Management Capability is more important than Past Performance**
- Past Performance is more important than Price**
- Price is more important than the Small Business Participation Plan.**



## *SSP Evaluation Factors (cont'd)*



### Technical Capability will be evaluated as follows:

#### Research and Development Performance Capability:

- The offeror must demonstrate that its corporate affiliates employ 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.
- The offeror must also designate technical managers with the academic and experiential backgrounds to analyze scientific statements of work within many disciplines, and to correlate them with resumes of potential performers in the database.
- In addition, the offeror must have the capability to employ administrative staff and the expertise to award, negotiate, and manage research subcontracts, including modifications and reporting requirements, interfacing routinely and effectively with both subcontractors and Army Research Office program management.
- The Government will review the offeror's resumes to include education/experience, publications, consulting experience, and professional associations.

#### 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.

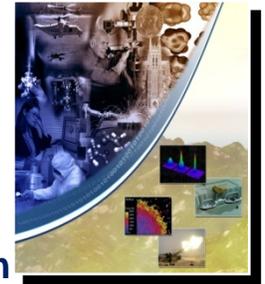
## Example of SSP Process:

1)The contractor shall provide non-personal, intermittent, short-term scientific, technical and analytical support services known as STAS for the solution problems related to research and development funded by various Government commands and/or agencies.

2)The contractor shall make an independent search for personnel with the required skills necessary for the identified tasks, be able to locate and subcontract with individuals, universities, nonprofit organizations and industrial organizations (large and small business) and possess the capability to conduct 35% of the STAS requirements by using its own facilities and staff.

3)For each potential task order, the contractor shall receive a Request for Proposal (RFP) which includes a Statement Of Work (SOW). The SOW delineates the services to be acquired by the Government, and details services that can be described using active voice verbs such as study, investigate, analyze, interpret, evaluate or assess.

4)The contractor shall provide a proposal to the Government in accordance with the RFP with an average of 15 calendar days. Based on historical data approximately 250 RFPs will be issued annually. Out of the 250 RFPs issued annually, 15 urgent RFPs will be anticipated annually requiring a 2 work-day turnaround.



## Additional Information:

**5) SSP Database:** The contractor shall maintain the Government's database of over 6,000 analysts/resources that provides program services. The database shall be an operating system with Datatrieve as the data entry and retrieval language. The database contains information on the analysts such as education and years of experience. The database also contains information regarding the company size. The database shall remain the property of the Government and shall be furnished to the succeeding contractor along with all documentation and associated data on the database upon completion of the contract.

**5) Task Order Tracking System:** The contractor shall have a task order tracking system. The contractor's tracking system will provide: current status of any and/or all task orders; information such as: the date the contractor received the RFP, submission of proposal, date of negotiations, date of task order award, task order number/subject, sponsoring Govt activity, date of the task order completion/termination, amount negotiated for each task order, the names of subcontractors, deliverables received and other relative information. The task order tracking system will be evaluated under Management Capability.

**6) Scientific Staff:** The contractor shall have a diversified, highly qualified and trained staff to manage the program and to provide non-personal scientific, technical and analytical services. The contractor must also possess the capability to conduct 35% of the STAS requirements by using its own facilities and staff. Contractor shall establish networks to assist in locating necessary personnel and expertise outside of contractor's staff to accomplish the required work. The contractor shall be responsible for all work accomplished under subject contract regardless of the performer.

