

**BAA Announcement No.
W911NF-08-R-0009**

BROAD AGENCY ANNOUNCEMENT

I. GENERAL INFORMATION

Agency Name: U.S. Army Research Laboratory, 2800 Powder Mill Road, Adelphi, MD 20783-1197

Issuing Acquisition Office: U.S. Army RDECOM Acquisition Center, RTP Contracting Division, P.O. Box 12211, Research Triangle Park, NC 27709-2211

Research Opportunity Title: RF Technology Solutions to Detect and Locate Improvised Explosive Device (IED) Threats

Announcement Type and Date: Initial Announcement – July 2008

Research Opportunity Number: W911NF-08-R-0009

Catalog of Federal Domestic Assistance (CFDA) Number and Title: 12.910 Research and Technology Development

Cost Sharing or Matching: cost sharing, matching, or cost participation is not required for eligibility under this BAA.

Response Due Dates: This BAA will remain open for three years. While proposals may be submitted at any time during the three years, in order to be considered for FY08 funding, proposals for participation in the RF experiment (Phase 1) will be due by Friday, 29 August 2008, 2:00 PM Local North Carolina Time. See **Section IV** below for additional information.

Research Opportunity Description: The Army Research Laboratory is soliciting proposals describing innovative RF technology solutions to detect and locate Improvised Explosive Device (IED) threats. In particular, for Phase 1, ARL is seeking prototype, technically mature, RF technology to participate in an experiment in a relevant environment. The RF sensor system that will be considered acceptable for the purposes of this solicitation shall be technically mature such that:

- The RF technology must be either capable of performing on the move (at least 8mph) or have SWAP (Size Weight and Power) characteristics that would allow it to operate as a hand held unit.
- The technology shall be capable of detecting and geo-spatially locating IED's at 10m range for moving systems and 1m range for hand-held units (thresholds for the purposes of this solicitation).
- The operator should only need a cursory level of interaction with the sensor system during normal operations.

The Army Research Laboratory plans to set up a temporary facility to conduct the RF technology experiments. ARL is requesting proposals from organizations that currently have a prototype that is capable of gathering data at this facility. Proposals selected for funding for

Phase I will be awarded a cooperative agreement with only the following activities to be funded: (NOTE: Fee or Profit is not permitted under a cooperative agreement.)

- Preparation of system for field experiment
- 1 week of experiments at the Army facility
- Data analysis
- Written final report (one month after the experiment)
 - Report must include a description of the RF technology set up during the experiment. The results of the experiment. A technology maturation plan that could be implemented if the government selects the system for a phase 2 effort.
- Funding not to exceed 6 man-months

Recipients of the cooperative agreements will have access to the prepared test site for up to one week (on a non-interference basis with other systems). Based on the Government's assessment of the analysis of the results from these experiments, ARL may invite successful performers to submit proposals for further development and technology maturation, which is Phase 2. Such technology development efforts are expected to be performed under a procurement contract. The objective system which may be developed under this further effort will require additional features, such as:

- The human interface must simplify the operation and allow someone with limited technical knowledge to operate the sensor system.
- Analysis of collected data must be automated so that a human operator would not be considered part of the processing loop
- The overall solution must function in a heavy electromagnetic environment (EME) and be interoperable with all robots, communication, navigation, and Counter Radio Controlled IED Electronic Warfare (CREW) equipment.

There is a classified (Secret) addendum that more accurately describes the expected RF technology system's capabilities that all offerors MUST review before submission of a proposal to participate in the RF experiment. Offerors must determine the classification of proposals and the report of the results of the experiments based on the Security Classification Guide provided along with the addendum. Offerors MUST possess a security clearance to be able to review the classified information. Proposals awarded for further technology development will contain security requirements as appropriate for those specific efforts. Requests for the Secret addendum and any questions concerning security issues may be directed to the Technical Point of Contact listed below.

Point(s) of Contact and Questions: Comments or questions submitted should be concise and reference the relevant part and paragraph of the BAA. Please take caution when submitting questions containing proprietary or sensitive information.

Questions of a *technical nature* shall be directed to the Technical Point of Contact as specified below:

Mr. Karl Kappra
U.S. Army Research Laboratory
Email Address: kkappra@arl.army.mil

Questions of a *business nature* shall be directed to the Business Point of Contact as specified below:

Ms. Kathryn McManus
Grants/Contracting Officer
U.S. Army RDECOM Acquisition Center
Research Triangle Park Contracting Division
Email address: kathryn.mcmanus@us.army.mil

II. AWARD INFORMATION

Proposals selected for funding to participate in Phase 1, the experiment, will be awarded a cooperative agreement with only the following activities to be funded: (NOTE: Fee or Profit is not permitted under a cooperative agreement.)

- Preparation of system for field experiment
- 1 week of experiments at the Army facility
- Data analysis
- Written final report (one month after the experiment)
 - Report must include a description of the RF technology set up during the experiment. The results of the experiment. A technology maturation plan that could be implemented if the government selects the system for a phase 2 effort.
- Funding not to exceed 6 man-months

Based on the Government's assessment of the analysis of the results from these experiments, ARL may invite successful performers to submit proposals for further development and technology maturation, which is Phase 2. Such technology development efforts are expected to be performed under a procurement contract.

Offerors should familiarize themselves with these instrument types and the applicable regulations before submitting a proposal. Following are brief descriptions of the award instruments:

Procurement Contract - A legal instrument which, consistent with 31 U.S.C. 6303, reflects a relationship between the Federal Government and a State, a local government, or other recipient when the principal purpose of the instrument is to acquire property or services for the direct benefit or use of the Federal Government.

Cooperative Agreement - A legal instrument which, consistent with 31 U.S.C. 6305, is used to enter into a relationship: (a) The principal purpose of which is to transfer a thing of value to the recipient to carry out a public purpose of support or stimulation authorized by a law or the United States, rather than to acquire property or services for the DOD's direct benefit or use; (b) In which substantial involvement is expected between the DOD and the recipient when carrying out the activity contemplated. No fee or profit is allowed. The term does not include "cooperative research and development agreements" as defined in 15 U.S.C. 3710a.

III. ELIGIBILITY INFORMATION

Proposals may be submitted by degree-granting universities, nonprofit organizations, or industrial concerns. Proposals are encouraged from Historically Black Colleges and Universities (as determined by the Secretary of Education to meet requirements of Title III of the Higher Education Act of 1965, as amended (20 U.S.C. § 1061)) and from Minority Institutions

defined as institutions “whose enrollment of a single minority or a combination of minorities...exceeds 50 percent of the total enrollment.” [20 U.S.C. § 1067k(3) and 10 U.S.C. § 2323(a)(1)(C)].

To be eligible for award, a prospective recipient (except other governments, including state and local governments) must meet certain minimum standards pertaining to financial resources, ability to comply with the performance schedule, prior record of performance, integrity, organization, experience, operational controls, technical skills, facilities, and equipment.

IV. APPLICATION AND SUBMISSION INFORMATION

Proposals (for participation in the experiment under Phase 1 and for further development if invited under Phase 2) shall be submitted electronically through the www.grants.gov portal. Proposals sent by fax or email will not be considered.

Registration Requirements for www.grants.gov: There are several one-time actions that an offeror must complete in order to submit an application through Grants.gov (e.g., obtain a Dun and Bradstreet Data Universal Numbering System (DUNS) number, register with the Central Contract Registry (CCR), register with the credential provider, and register with Grants.gov). See www.grants.gov/GetStarted to begin this process. Use the Grants.gov Organization Registration Checklist at www.grants.gov/assets/OrganizationRegCheck.doc to guide you through the process. Designating an E-Business Point of Contact (EBiz POC) and obtaining a special password called an MPIN are important steps in the CCR registration process. Applicants, who are not registered with CCR and Grants.gov, should allow at least 21 days to complete these requirements. It is suggested that the process be started as soon as possible.

Questions: 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 or support@grants.gov.

VERY IMPORTANT – Download PureEdge Viewer: In order to download the application package, you will need to install PureEdge Viewer. This small, free program will allow you to access, complete, and submit applications electronically and securely. For a free version of the software, visit the following web site: www.grants.gov/DownloadViewer.

Content and Format of Application

Application forms and instructions are available at Grants.gov. To access these materials, go to <http://www.grants.gov>, select "Apply for Grants", and then select "Download Application Package." Enter the CFDA for Research and Technology Development, 12.910, and the funding opportunity number, W911NF-08-R-0009. NOTE: Offerors will not be able to download the Application Package unless PureEdge Viewer is installed (See: www.grants.gov/DownloadViewer).

Content and Form of Application – SF 424 (R&R)

Offerors must complete the mandatory forms and any applicable optional forms (e.g., SF-LLL Disclosure of Lobbying Activities) in accordance with the instructions on the forms and the additional instructions below. **Files that are attached to the forms must be in Adobe Portable Document Format (PDF) unless otherwise specified in this announcement.**

Form: SF 424 (R&R)

Complete this form first to populate data in other forms. Complete all the required fields in accordance with the pop-up instructions on the form. To activate the instructions, turn on the “Help Mode” (icon with the pointer and question mark at the top of the form). The list of certifications and assurances referenced in Field 18 can be found on the ARO Home Page at “For the Researcher,” “Downloadable Forms,” “ARO Form 95.” The certification package for grants is titled, “Certifications for Grants and Agreements.” In Field 4, designate “MRI” and the topic number. For example, “MRI-Topic 5.”

Form: Research & Related Other Project Information

Complete questions 1 through 5 and attach files. The files must comply with the following instructions:

Project Summary/Abstract (Field 6 on the form)

For Phase 1 proposals, the project summary is a single page that provides a technical description of the RF technology system and summarizes the technical maturity of the current equipment. The project summary must not exceed 1 page when printed using standard 8.5” by 11” paper with 1” margins (top, bottom, left and right) with font no smaller than Times New Roman, 10 point. To attach a Project Summary/Abstract, click “Add Attachment.”

For Phase 2 proposals, the project summary should be a single page that identifies the proposed further research and development, proposed methods, anticipated outcome of the research and development, if successful, and impact on current military capabilities. The project summary must not exceed 1 page when printed using standard 8.5” by 11” paper with 1” margins (top, bottom, left and right) with font no smaller than Times New Roman, 10 point. To attach a Project Summary/Abstract, click “Add Attachment.”

Project Narrative (Field 7 on the form)

The following formatting rules apply for Field 7

- Paper size when printed - 8.5 x 11 inch paper
- Margins - 1 inch
- Spacing - single
- Font – No smaller than Times New Roman, 10 point
- Number of pages - no more than three (3) single-sided pages for Phase 1 proposals and no more than twenty (20) single-sided pages for Phase 2 proposals. Pages in excess of the page limit may be removed for the evaluation of the proposal.

Include the following in Field 7 for all proposals

The narrative’s first page must include the following information:

- Principal Investigator name
- Phone number, fax number, and e-mail address
- Organization
- Organization address

For Phase 1 Proposals, include the following in Field 7

- Details concerning the technical maturity of the current equipment
- Description of the experiments conducted to date
- Pictures of the equipment and the user interface

For Phase 2 Proposals, include the following in Field 7

- Statement of Work (SOW) that clearly details the scope and objectives of the effort and the specific research and development to be performed if the proposal is selected for funding.
- Detailed description of the Project Schedule, Milestones and Deliverables.
- Assertion of any proprietary rights to pre-existing results, prototypes, or systems supporting and/or necessary for the use of the research, results, and/or prototype. Any data rights asserted in other parts of the proposal that would impact the rights in this section must be cross-referenced. If there are proprietary rights, the offeror must explain how these affect any of the proposed deliverables.

All applications should be in a single PDF file. To attach a Project Narrative in Field 7, click "Add Attachment."

Bibliography and References Cited (Field 8 on the form)

Attach a listing of applicable publications cited in above sections.

Facilities and Other Resources (Field 9 on the form)

The offeror is to include a listing of facilities and other resources available to support the proposal. Any Government resources necessary for performance are to be clearly identified. Attach this information at Field 9.

Equipment (Field 10 on the form)

The offeror is to include a listing of equipment available to support the proposal. Any Government equipment necessary for performance is to be clearly identified. Attach this information at Field 10.

Other Attachments (Field 11 on the form)

Attach budget proposal at Field 11. A detailed cost breakdown is to be provided for all costs, by cost category for the proposed effort.

For Phase 1 proposals, funding is limited to the following activities:

- Preparation of system for field experiment
- 1 week of experiments at the Army facility
- Data analysis
- Written final report (one month after the experiment)
 - Report must include a description of the RF technology set up during the experiment. The results of the experiment. A technology maturation plan that could be implemented if the government selects the system for a phase 2 effort.
- Funding not to exceed 6 man-months

For Phase 2 proposals, annual budgets should be included that are driven by the specifics in the proposal.

For all proposals, the elements of the budget should include:

- Direct Labor - Individual labor category or person, with associated labor hours and unburdened direct labor rates.
- Indirect Costs - Fringe benefits, overhead, G&A, etc. (must show base amount and rate). Justify.
- Travel - Number of trips, destination, duration, etc. Justify and include basis for costs.
- Subaward - A cost proposal, as detailed as the offeror's cost proposal, will be required to be submitted by each proposed subrecipient.
- Consultant - Provide consultant agreement or other document that verifies the proposed loaded daily/hourly rate. Include a description of the nature of and the need for any consultant's participation. Provide budget justification.
- Materials - Specifically itemized with costs or estimated costs. An explanation of any estimating factors, including their derivation and application, shall be provided. Include a brief description of the offeror's procurement method to be used (competition, engineering estimate, market survey, etc.). Justify.
- Other Directs Costs - Particularly any proposed items of equipment or facilities. Equipment and facilities generally must be furnished by the recipient (justifications must be provided when Government funding for such items is sought). Include a brief description of the offeror's procurement method to be used (competition, engineering estimate, market survey, etc.). Justify.

SF-LLL - Disclosure of Lobbying Activities

If applicable, attach a complete SF- LLL at Field 11 of the R&R Other Project Information form. Applicability: If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the grant/cooperative agreement, you must complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying."

Proposal Receipt Notices

After a 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. Offerors will know that the proposal has been properly received when the AOR receives e-mail Number 3. Retain 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 for the submission.

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

Number 3 – The third notice is an acknowledgment of receipt in e-mail form from the designated agency within ten days from the proposal due date. 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.

Late Submission of Proposals

Any proposal submitted through Grants.gov where the time and date for submission (e-mail Number #1) is after the deadline for proposal submission in Section IV, paragraph 4 below will be late and may not be evaluated unless the Grants.gov website was not operational on the due date and was unable to receive the proposal submission. If this occurs, the time specified for the receipt of proposals through Grants.gov will be extended to the same time of the day specified in this BAA on the first workday on which the Grants.gov website is operational.

V. EVALUATION INFORMATION

1. Evaluation Criteria

Proposals submitted in response to this BAA will be evaluated using the factors listed below (in descending order of importance):

- a. The overall scientific and/or technical merits of the proposal.
- b. The potential contributions of the effort to the Army mission.
- c. The offeror's capabilities, related experience, facilities, techniques, or unique combinations of these, which are integral factors for achieving the proposed objectives.
- d. The qualifications, capabilities, and experience of the proposed principal investigator, team leader, or other key personnel who are critical to achievement of the proposed objectives.
- e. The offeror's record of past performance.
- f. The reasonableness and realism of proposed costs, any fee, and the availability of funds.

[NOTE: If your proposal leads to the award of a contract, proposal evaluation and award performance may be subject to the Office of Federal Procurement Policy's (OFPP) guidance on past performance.]

2. Evaluation Panel

Proposals will be evaluated by an evaluation panel of subject matter experts who are Government employees. Evaluation panel members are required to sign "no conflict of interest" statements.

VI. AWARD ADMINISTRATION INFORMATION

1. Administrative Requirements

- CCR - Successful offerors not already registered in the Central Contractor Registry (CCR) will be required to register in CCR prior to any award resulting from this BAA. Information on CCR registration is available at www.ccr.gov.

2. **Certifications** - The following certification applies to each offeror seeking federal funds exceeding \$100,000:

CERTIFICATION AT APPENDIX A TO 32 CFR PART 28 REGARDING LOBBYING:

By signing and submitting a proposal that may result in the award of a grant or cooperative agreement exceeding \$100,000, the prospective awardee is certifying, to the best of his or her knowledge and belief, that:

- a. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- b. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.
- c. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.
- d. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S.Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure."

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS--PRIMARY COVERED TRANSACTIONS:

Appendix A to 32 CFR Part 25

By signing and submitting this proposal, the prospective primary participant is providing the certification set out below. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default. The prospective primary participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Covered Transaction," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Nonprocurement Programs. Nothing contained in the foregoing shall be construed to require establishment of a system or records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS--PRIMARY COVERED TRANSACTIONS

The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:

- a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency;
- b. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- c. Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and
- d. Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

CERTIFICATION REGARDING DRUG-FREE WORKPLACE REQUIREMENTS:

Appendix C to 32 CFR Part 25

By signing and/or submitting this application or grant agreement, the grantee is providing the certification set out below. The certification set out below is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, the agency, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.

For grantees other than individuals, Alternate I applies.

For grantees who are individuals, Alternate II applies.

Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio studios). If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph five). Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:

Controlled substance means a controlled substance in schedules I through V of the Controlled Substances Act (21 U.S.C. 812), and as further defined by regulation (21 CFR 1308.11 through 1308.15);

Conviction means a finding of guilt (including a plea of nolo contendere) or imposition of

sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes;

Criminal drug statute means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

Employee means the employee of a grantee directly engaged in the performance of work under a grant, including:

(i) All "direct charge" employees; (ii) all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and, (iii) temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

CERTIFICATION REGARDING DRUG-FREE WORKPLACE REQUIREMENTS (ALTERNATE I - GRANTEE OTHER THAN INDIVIDUALS)

The grantee certifies that it will or will continue to provide a drug-free workplace by:

a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

b. Establishing an ongoing drug-free awareness program to inform employees about-

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(1) The dangers of drug abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

d. Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will--

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

e. Notifying the agency in writing, within ten calendar days after receiving notice under paragraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grants officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

f. Taking one of the following actions, within 30 calendar days of receiving notice under paragraph (d)(2), with respect to any employee who is so convicted--

(1) Taking appropriate personnel action against such employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or

local health, law enforcement, or other appropriate agency;

g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (street address, city, county, state, zip code)

Check () if there are workplaces on file that are not identified here.

(ALTERNATE II - GRANTEES WHO ARE INDIVIDUALS)

(a) The grantee certifies that, as a condition of the grant, he or she will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant;

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(b) If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, he or she will report the conviction, in writing within 10 calendar days of the conviction, to every grants officer or other designee, unless the Federal agency designates a central point for the receipt of such notices. When notice is made to such a central point, it shall include the identification number(s) of each affected grant.

CERTIFICATIONS REQUIRED FOR CONTRACT AWARDS. Certifications and representations shall be completed by successful offerors prior to award. Federal Acquisition Regulation (FAR) Online Representations and Certifications Application (ORCA) is at website <http://orca.bpn.gov>. Defense FAR Supplement and contract specific certification packages will be provided to the contractor for completion prior to award.

PROTECTION OF HUMAN SUBJECTS. All research involving human subjects must be conducted in accordance with 32 CFR 219, 10 USC 980, and DoDD 3216.2, as well as other applicable federal and state regulations. Contractors/grantees must be cognizant of and abide by the additional restrictions and limitations imposed on the DoD regarding research involving human subjects, specifically as regards vulnerable populations (32 CFR 219 modifications to subparts B-D of 45 CFR 46), recruitment of military research subjects (32 CFR 219), and surrogate consent (10 USC 980). The regulations mandate that all DoD activities, components, and agencies protect the rights and welfare of human subjects of study in DoD-supported research, development, test and evaluation, and related activities hereafter referred to as “research”. The requirement to comply with the regulations applies to new starts and to continuing research.

ANIMAL USE. DOD Directive 3216.1, dated April 17, 1995, provides policy and requirements for the use of animals in DOD-funded research. The DoD definition of animal is any live nonhuman vertebrate. All proposals that involve the use of animals must address DoD compliance with Directive 3216.1. Provisions include rules on animal acquisition, transport, care, handling, and use in 9 CFR parts 1-4, Department of Agriculture rules implementing the Laboratory Animal Welfare Act of 1966 (7 U.S.C. 2131-2156), and guidelines in the National Academy of Sciences (NAS) “Guide for the Care and Use of Laboratory Animals” (1996), including the Public Health Service Policy and Government Principles Regarding the Care and Use of Animals in Appendix D to the Guide.

BIOLOGICAL DEFENSE SAFETY PROGRAM REQUIREMENTS. Successful offerors whose Principal Investigators are conducting research with Bio-safety Levels 3 and 4 material must prepare a Facility Safety Plan in accordance with 32 Code of Federal Regulations (CFR) 626.18. See URL: www.access.gpo.gov/nara/cfr/waisidx_99/32cfr626_99.html for a copy of 32 CFR 626.18, Biological Defense Safety Program.

MILITARY RECRUITING: This is to notify potential offerors that each grant or cooperative agreement awarded under this announcement to an institution of higher education must include the following term and condition:
"As a condition for receipt of funds available to the Department of Defense (DOD) under this award, the recipient agrees that it is not an institution of higher education (as defined in 32 CFR part 216) that has a policy of denying, and that it is not an institution of higher education that effectively prevents, the Secretary of Defense from obtaining for military recruiting purposes: (A) entry to campuses or access to students on campuses or (B) access to directory information pertaining to students. If the recipient is determined, using the procedures in 32 CFR part 216, to be such an institution of higher education during the period of performance of this agreement, and therefore to be in breach of this clause, the Government will cease all payments of DOD funds under this agreement and all other DOD grants and cooperative agreements to the recipient, and it may suspend or terminate such grants and agreements unilaterally for material failure to comply with the terms and conditions of award."

If your institution has been identified under the procedures established by the Secretary of Defense to implement Section 558, then: (1) no funds available to DOD may be provided to your institution through any grant, including any existing grant, (2) as a matter of policy, this restriction also applies to any cooperative agreement, and (3) your institution is not eligible to receive a grant or cooperative agreement in response to this solicitation.

This is to notify potential offerors that each contract awarded under this announcement to an institution of higher education shall include the following clause: Defense Federal Acquisition Regulation Supplement (DFARS) clause 252.209-7005, Military Recruiting on Campus.

Reporting Requirements: Each award agreement shall include the required technical and financial reporting requirements in its terms and conditions.

Subcontracting: Pursuant to Section 8(d) of the Small Business Act [15 U.S.C. 637(d)], it is the policy of the Government to enable small business concerns to be considered fairly as subcontractors under all research agreements awarded to prime contractors and grantees.

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. The contractor is required to completely fill in all the information in the format using the following web address: <https://cmra.army.mil/> The required information includes: (1) Contracting Office, Contracting Officer, Contracting Officer's Technical Representative; (2) Contract number, including task and delivery order number; (3) Beginning and ending dates covered by reporting period; (4) Contractor name, address, phone number, e-mail

address, identity of contractor employee entering data; (5) Estimated direct labor hours (including sub-contractors); (6) Estimated direct labor dollars paid this reporting period (including sub-contractors); (7) Total payments (including sub-contractors); (8) Predominate Federal Service Code (FSC) reflecting services provided by contractor (and separate predominant FSC for each sub-contractor if different); (9) Estimated data collection cost; (10) Organizational title associated with the Unit Identification Code (UIC) for the Army Requiring Activity (the Army Requiring Activity is responsible for providing the contractor with its UIC for the purposes of reporting this information); (11) Locations where contractor and sub-contractors perform the work (specified by zip code in the United States and nearest city, country, when in an overseas location, using standardized nomenclature provided on website); (12) Presence of deployment or contingency contract language; and (13) Number of contractor and sub-contractor employees deployed in theater this reporting period (by country). As part of its submission, the contractor will also provide the estimated total cost (if any) incurred to comply with this reporting requirement. Reporting period will be the period of performance not to exceed 12 months ending 30 September of each government fiscal year and must be reported by 31 October of each calendar year. Contractors may use a direct XML data transfer to the database server or fill in the fields on the website. The XML direct transfer is a format for transferring files from a contractor's systems to the secure web site without the need for separate data entries for each required data element at the web site. The specific formats for the XML direct transfer may be downloaded from the web site.