

**Request for Prototype Projects (RPP)**  
**Countering Weapons of Mass Destruction (CWMD)**  
**Other Transaction Agreement (OTA)**  
**W15QKN-18-9-1004**

**Announcement Number: CWMD-RPP-18-01**

Issued by:

Advanced Technology International (ATI)  
CWMD Consortium Management Firm  
315 Sigma Drive  
Summerville, SC 29486

For the

The Joint Program Executive Office for Chemical and Biological Defense (JPEO-CBD)  
and the  
Army Contracting Command – New Jersey  
Picatinny, NJ 07806-5000

***RPP Issue Date: 04 January 2018***

***Full Proposal Due Date: 25 January 2018 at 3:00 PM ET***

## Table of Contents

<u>CONTENTS</u>		<u>PAGE</u>
<b>Section 1</b>	<b>Executive Summary</b>	<b>3</b>
<b>Section 2</b>	<b>Prototype Proposal Instructions</b>	<b>6</b>
<b>Section 3</b>	<b>Basis for Award</b>	<b>15</b>
<b>Section 4</b>	<b>Prototype Proposal Selection and Funding</b>	<b>17</b>
<b>Section 5</b>	<b>Additional Information</b>	<b>19</b>
<b>Section 6</b>	<b>Points of Contact</b>	<b>20</b>
<b>Enclosure 1</b>	<b>Warranties and Representations</b>	<b>21</b>

### Attachments:

Attachment 1: CWMD-18-01 - Mass Personnel Decontamination Statement of Work

## **Section 1. Executive Summary**

### **1.1 Background**

The U.S. Army Contracting Command – New Jersey, on behalf of the Joint Program Executive Office for Chemical and Biological Defense (JPEO-CBD), entered into a Section 815 Prototype Other Transaction Agreement (OTA) with the Countering Weapons of Mass Destruction (CWMD) Consortium through its Consortium Management Firm, Advanced Technology International (ATI). The OTA was entered into under the authority of 10 U.S.C. § 2371b, Section 815 of the 2016 National Defense Authorization Act (NDAA), Public Law (P.L.) 114-92. The CWMD OTA, agreement number W15QKN-18-9-1004, was signed between the Government and the CWMD Consortium on 20 November 2017.

Under this agreement, the Government will collaborate with the CWMD Consortium to carry out a coordinated research and development program designed for rapid prototyping in order to counter CBRNE threats and weapons of mass destruction to enhance the mission effectiveness of military personnel and the supporting platforms, systems, components, or materials proposed to be acquired or developed by the Department of Defense, or to improvement of platforms, systems, components, or materials in use by the armed forces. The Government-selected projects will be funded under the Other Transaction Agreement with the CWMD, which is administered by the CMF.

### **1.2 Purpose**

The purpose of this Request for Prototype Projects (RPP) is to solicit prototype proposal(s) from the CWMD Consortium to meet the Government requirement as outlined in Attachment 1 - Statement of Work for Mass Personnel Decontamination. The CWMD Consortium members are strongly encouraged to read this RPP in its entirety and submit a proposal that meets all of the requirements within this request. The proposal should describe the proposed prototype project, display how the prototype project can provide an innovative solution, and be directly relevant to enhancing the mission effectiveness of military personnel and the supporting platforms, systems, components, or materials.

### **1.3 Eligibility**

Only those members of the CWMD Consortium who have executed the CWMD Consortium Membership Agreement and are deemed to be “Members in Good Standing” by the CMF prior to the due date for proposals will be eligible to have their submissions evaluated. An Offeror that submits a proposal prior to executing the CMA or is not a “Member in Good Standing” does so solely at its own risk and neither the CMF nor the Government has any responsibility for costs associated with such a submission.

### **1.4 Funding Instrument**

The Government-selected projects will be funded under the Other Transaction Agreement with the CWMD Consortium, which is administered by the CMF. The CMF will negotiate and execute a Base Agreement with CMWD Consortium member(s) that flows down applicable terms and conditions from the Other Transactions Agreement between the Government and CWMD Consortium. The Base Agreement will serve as the baseline agreement for all Project Agreement awards to the CWMD Consortium member. Subsequently, any proposal that is selected for award

will be funded through a Project Agreement issued under that CWMD Consortium member's Base Agreement. A sample of the Base Agreement may be found on the Members Only portion of the CWMD Consortium website at <https://private.cwmdconsortium.org/>. Offerors must certify on the cover page of their proposals that, if selected for award, they will abide by the terms and conditions of the latest version of the Base Agreement. Offerors are advised to contact the CMF if they have any questions regarding this requirement. Offerors are also advised to check the CWMD Consortium website periodically during the proposal preparation period for any new changes to the Base Agreement terms and conditions.

Due to limited funding, the Government reserves the right to limit Project Agreements funded under any technical objective area and only proposals considered to be of superior quality will be funded. The Government reserves the right to select for funding any, all, part, or none of the proposals received. Selection will be dependent upon the amount of Government funds received. The Government can refuse to fund Project Agreements or renegotiate proposals if there is not sufficient Nontraditional Defense Contractor participation or (in the alternative) cost sharing from a traditional contractor.

If funding is not available for one or more technically sound evaluated proposals for a project, the Government will place said proposals in the electronic "basket" file, otherwise referred to as "Basket," until funding becomes available. The available proposal ratings and definitions to be assigned to proposals as a result of the technical evaluation as well as which specific ratings will qualify a proposal for inclusion in the Basket are located in Part 4 of this RPP. The Government reserves the right to determine which, if any, proposals are to be selected according to the published criteria. A selected proposal will reside in the "Basket" for a period of thirty six (36) months from the date the corresponding RPP is closed unless funded or the submitting CWMD member requests in writing beforehand to have it removed.

Funding availability is assigned a Confidence Level (CL) by the responsible Agreements Officer Representative (AOR) for each individual project. A project designated as a CL-1 means the AOR is highly confident funds will be available. For CL-2, funds are considered moderately confident of being available. For CL-3, funding availability is unknown. The project is assigned a confidence level of one for the initial deliverable.

## **1.5 Non-Government Personnel**

The Government intends to use the CWMD Consortium CMF, ATI, to assist in the processing of Offeror's prototype proposals to this RPP. The CMF will oversee submission of full prototype proposals. The CMF will also analyze cost proposals submitted in response to this RPP and provide these analyses to the Government to assist the Government with its determination of cost reasonableness. The CMF is required to protect CWMD member's proprietary information. The CMF shall take the necessary steps to protect all proprietary proposal information and shall not use such proprietary information for purposes other than the assessment of an Offeror's proposal and the subsequent agreement administration if the proposal is selected for award. An Offeror's submission of a proposal under this RPP indicates concurrence with the aforementioned CMF responsibilities.

Additionally, the Government may use Contractor Support Personnel (CSP) to assist in the submitted proposals' evaluation. The CSP will be required to submit to the Government a Non-Disclosure Statement reflecting the effort they will supply to support this RPP. The Offeror's submission of a proposal under this RPP indicates concurrence with the aforementioned use of CSP.

### **1.6 Nontraditional Defense Contractor Participation, Small Business Participation, or Cost Share Commitment**

As a result of the changes to OT Authority set forth in Section 815 of the NDAA for FY16, each Prototype Project awarded under an OTA must meet at least one of the following conditions:

- (A) There is at least one nontraditional defense contractor participating to a significant extent in the prototype project,
- (B) All significant participants in the transaction other than the Federal Government are small businesses or nontraditional defense contractors, or
- (C) At least one third of the total cost of the prototype project is to be paid out of funds provided by parties to the transaction other than the Federal Government.

Therefore, each offeror must assert via a completed Warranties and Representations (Enclosure 1) form that (1) it is a nontraditional defense contractor or (2) it proposes significant participation of a nontraditional defense contractor as a team member/subcontractor. The completed form will specify the significant extent of participation of the nontraditional defense contractor and/or the critical technologies being offered by the nontraditional defense contractor.

### **1.7 Nontraditional Defense Contractor Definition**

A nontraditional defense contractor means an entity that is not currently performing and has not performed, for at least the one-year period preceding the issue date of the Request for Prototype Proposals, any contract or subcontract for the Department of Defense that is subject to full coverage under the cost accounting standards prescribed pursuant to section 1502 of title 41 and the regulations implementing such section.

### **1.8 Cost Sharing Definition**

Cost sharing is defined as the resources expended by the award recipients over the life of the prototype project. If cost sharing is proposed, then the member shall state the amount that is being proposed and whether the cost sharing is a cash contribution or in-kind contribution as discussed below. If the offer contains multiple team members, this information shall be provided for each individual team member providing cost share.

Cost sharing includes any costs a reasonable person would incur to carry out (necessary to) Statements of Work not directly paid for by the Government. There are two types of cost sharing: (1) Cash: Outlays of funds to perform the Technology Objective. Cash includes labor, materials, new equipment, and relevant subcontractor efforts. Sources include new IR&D funds, profit or fee from another contract, overhead or capital equipment expense pool. New IR&D funds offered to be spent on the Statement of Work and subject to the direction of the project's management may be utilized as cost share. (2) In-Kind: Reasonable value of in-place equipment, materials or other property used in performance of the project. All cash or in-kind cost sharing availability must be

clearly and convincingly demonstrated by the member. The Offeror will be required to provide financial reporting with appropriate visibility into expenditures of Government funds vs. private funds. Parallel research that might be related to the project, but will not be part of the Statement of Work or subject to the direction of the project's management will not be considered for cost sharing. All costs, fees, profits, G&A, bid and proposal costs, or intellectual property value incurred prior to the project award will not be accepted.

Unacceptable cost share sources include the following:

- a) Sunk costs or costs incurred before the start of the proposed project
- b) Foregone fees or profits
- c) Foregone G&A or cost of money applied to a base of IR&D
- d) Bid and proposal costs
- e) Value claimed for intellectual property or prior research
- f) Parallel research or investment, i.e., research or other investments that might be related to the proposed project but which will not be part of the Statement of Work (SOW). Typically these activities will be undertaken regardless of whether the proposed project is awarded.
- g) Off-Budget Resources, i.e., resources that will not be risked by the Offeror in performance of the proposed project, will not be considered when evaluating cost share.

## **1.9 Cost Share Requirements**

Cost share is not a mandatory requirement. However, if a proposal does not contain at least one nontraditional defense contractor participating to a significant extent, then it is anticipated the proposal will contain at least one third of the total Project cost as cost share. Beyond that, cost sharing is encouraged if possible as it leads to stronger Government-contractor technology leveraging.

## **1.10 Basis of Award**

The US Army Contracting Command - New Jersey, with the assistance of the Department of Defense Joint Program Executive Office for Chemical and Biological Defense, will review and evaluate proposals submitted in response to this RPP to ensure the offeror is meeting all Government requirements in accordance with the Government formatted Statement of Work. Discussions will be held with the CWMD Consortium CMF and the consortium member if deemed necessary by the Government.

# **Section 2. Prototype Proposal Instructions**

## **2.1 General Instructions**

Full Prototype Proposals in response to this RPP must be received as indicated on the cover page of this RPP. Proposals shall be submitted by the date and time specified above using the form located here: <https://secure.ati.org/CWMD/18-01/proposal.html>. Proposals received after the time and date specified will not be evaluated unless approved prior to the closing date listed above by the Agreements Officer.

The proposal format provided below is mandatory. Proposals not following this format will not be considered for award. Any general questions received and corresponding answers (without attributable proprietary data) will be posted to the Members Only portion of the CWMD website.

Prototype Proposals must consist of three volumes: Volume 1: Technical/Management, Volume 2: Cost, Volume 3: Appendices per the instructions contained in this RPP. Proposals shall reference this RPP number (CWMD-RPP-18-01). The following are the mandatory file types that must be submitted:

**Volume 1: Technical/Management:** One MS Word (.docx/.doc or .pdf).

**Volume 2: Cost:** One MS Word (.docx/.doc or .pdf) for Sections I-IV AND One MS Excel (.xls/.xlsx) for Section V

**Volume 3: Appendices:** One MS Word (.docx/.doc or .pdf).

The Technical/Management Volume is limited to 15 pages (font size 10 or larger), single-spaced, single-sided, 21.6 x 27.9 cm (8.5 by 11 inches). Smaller type may be used in figures and tables (minimum font size 9), but must be clearly legible. Margins on all sides (top, bottom, left, and right) should be at least 2.5 cm (1 inch). The page limitation excludes the cover page, project awardee/contractor information sheet, table of contents, and all appendices. Pages in excess of this limitation may not be considered. The technical proposal must address the entire Statement of Work provided in Attachment 1.

The Cost Volume and the Appendices Volume have no page limit.

A proposal submitted in response to this RPP is the primary vehicle available for receiving consideration for award. The proposal shall stand on its own merit. Only information provided in the proposal can be used in the evaluation process leading to an award. The proposal should be prepared simply and economically, providing straightforward, concise delineation of capabilities necessary to perform the work being proposed. Each technical proposal shall be accompanied by a detailed cost proposal because cost and technical considerations are reviewed simultaneously.

**DO NOT SUBMIT ANY CLASSIFIED INFORMATION! IF CLASSIFIED INFORMATION IS SUBMITTED IN A PROPOSAL, THE PROPOSAL MAY BE ELIMINATED!**

## **2.2 Proposal**

A Cover Page is required and shall include the following information and statements:

- Prototype Proposal Submission by:
- Base Certification Statement (see 1.4):
- RPP #:
- Project Title:
- Project Proposed Period of Performance:
- Total Proposed Cost:
- Technical POC:
- Contractual POC:
- Prototype Proposal Date:
- Authorized Signatory Contact Info:

A Project Awardee/Contractor Information Sheet is required and shall include the following information. If an item is non-applicable, then that section should be marked “non-applicable.”

- Proposal Project Title:
- Project Awardee/Contractor Name and Address:
- DUNS #:
- Cage Code:
- Tax Payer ID Number:
- Business Size / Type:
- For profit / Non-profit:
- Proposal Validity Period (36 months from proposal submission):
- Agreement Type (Fixed Amount or Expenditure-based):
- Facility Clearance Level:
- List of Team Members:
- Data Rights (If there is any exception to providing the Government with unlimited rights in technical data than it shall be highlighted here):

### **2.3 Format**

To ensure proposals receive proper consideration, **the proposal format shown below is mandatory.** If there are any items which are not applicable to a specific proposal, include the section topic in the proposal and annotate the section as not applicable with a short explanation as to why it is not applicable.

#### **Volume 1: Technical/Management**

- I. Cover Page
- II. Project Awardee/Member Information Sheet
- III. Table of Contents
- IV. Technical Prototype Proposal
  - a. Project Overview
  - b. Technical Approach and Plan
  - c. Enhancements or options to the technical approach (if applicable)
- V. Milestone Schedule and Payment Schedules
- VI. Cost Realism

#### **Volume 2: Cost**

- I. Cover Page
- II. Project Awardee/Contractor Information Sheet
- III. Table of Contents
- IV. Cost Narrative
- V. Cost Formats

#### **Volume 3: Appendices to the Technical Proposal**

- I. Resumes of Key Personnel
- II. Integrated Master Schedule
- III. Intellectual Property Assertions

IV: Government Statement of Work (the offeror shall note any changes to the Government formatted SOW provided as Attachment 1 to this RPP).

V. Nontraditional Defense Contractor Warranties and Representations

## **2.4 Volume 1: Technical/Management Proposal**

### **2.4.1 Section IV Technical/Management Proposal Details**

Section IV of the Technical Volume shall include a discussion of the detail articulated in Sections IV a through IV c below.

#### **Section IV a. Project Overview**

The project overview segment of the technical proposal must address the SOW in sufficient detail to permit evaluation from a technical perspective. This segment allows the CWMD member entities to present briefly and concisely the important aspects of the proposal to evaluators. The segment should present an organized progression of the work to be accomplished, without the technical details, such that the reader can grasp the core concepts of the proposed project.

- What is the basic objective of the proposal? What problem is being addressed that is within the scope?
- What goals of this program does the project address?
- What fundamental technology capability will be enabled by the successful completion of the proposed project?
- How the project will approach the problem, and the key innovations expected from the project. Include identification and brief description of major tasks by task number.
- Project Objectives that include:
  - Vision of what will be achieved
  - Technical solutions the effort will produce
  - Any proposed new technologies or technical breakthroughs
- If the proposed effort is follow-on work to a previously funded effort, include a brief synopsis of what was accomplished, the previous project's results, and how the proposed effort builds upon previous work.

#### **Section IV b. Technical Approach and Plan**

Provide sufficient technical detail and analysis to support the technical solution being proposed for the project within the proposed milestone timeline. It is not effective to simply address a variety of possible solutions to the technology problems. Provide the following information listed in sections (1) through (4) below, as applicable.

##### **1) Detailed Technical Approach:**

- Background and Offeror's understanding of the problem and/or technology gap/process deficiency
- Scope including summary of technical/process issues being addressed
- Core of intended approach

- Technical detail and analysis to support approach being proposed
- If proposing “new and creative” solution, develop and analyze the following:
  - Results of/evidence of the current state of the art/literature searches and how your approach compares to other possible approaches.
  - Current limitations of the general technology area / process being addressed
  - Connections to ongoing projects in the general technology area / process being addressed
- From what technical baseline will your project begin (including work you have already done)? Given that baseline, what additional technical challenges need to be addressed to achieve your technology objectives?
- Summary of plans for implementation of any new technology developed.
- Identify all potential end item applications for proposed new technologies that will aide in bringing to market or, at a minimum, the next level of maturity.
- Any potential impacts that would limit an effective and efficient technology transfer, to include company proprietary material, sole source items, and known industrial base limitations.

**2) Project Management Approach:**

- Team organization, roles and responsibilities, and lines of communication. Describe your organization and internal/external lines of communication. How will your team will function as one team? Discuss key personnel’s (prime and subs) roles and responsibilities.
- Processes to manage cost, schedule, and technical performance. Discuss your processes to plan and monitor performance across the contract. How is this performance reported to the Government? How are changes to baselines handled? Please provide proposed format and content for the monthly status report covering cost, schedule, and performance as an attachment to your proposal.
- Subcontract management. What processes do you use to ensure subcontractor performance and control?
- Quality control. What quality control standard do you apply and how is it implemented / monitored? How will you ensure quality across your team?
- Risk Management. Have you considered and documented project risks? What are your top five risks? Have they been appropriately mitigated?
- Processes to ensure International Traffic in Arms Regulations (ITAR) compliance. Do you have processes in place in which you’ve successfully navigated ITAR compliance on similar efforts? Describe your ITAR considerations for this task.

**3) Resources:**

- Address the qualifications, capabilities, and experience of the proposed management team and technical personnel who will be assigned to carry out the project. What will their key role and responsibility be?
- Identify all key personnel. Describe any capabilities the team has that are uniquely supportive of the technology to be pursued. Provide resumes (no longer than two pages each) of key personnel in Appendix I, following the instructions provided (resumes do not count in page count limit).

- Identify any key facilities, equipment and other resources proposed for the effort. Identified facilities, equipment and resources should be available and relevant for the technical solution being proposed.
- Provide a summary table that identifies each project participant (team member), their role and key contributions to the proposed Technology objective, for the proposed effort. Use the following format to summarize this information:

Project Participant	Role and Key Contribution
Organization AAA	
Organization BBB	
Organization CCC	
.....	

**4) Deliverable Items:**

- List all hardware/software/firmware deliverables by phase, including the delivery format/media (as applicable).
- Deliverables should be submitted in PDF or MS Office format. It must be clear what information will be included in a deliverable either through a descriptive title or elaborating text.

**Section IV c. Enhancements or Options to the Technical Approach**

If applicable, include a discussion on any enhancements or options to the technical approach proposed.

**2.4.2 Section V. Milestone Schedule and Payment Schedule Detail:**

The Offeror shall provide a milestone schedule for any proposal submitted which is commensurate with the proposed project schedule and Statement of Work. A milestone schedule shall be included which clearly indicates the completion of cost tasks, or cost deliverables to meet the milestones. For fixed amount agreements, the milestone schedule will serve as a payment schedule for any subsequent award.

**2.4.3 Section VI. Realism:**

This section provides technical evaluators with high-level cost data in order for them to determine if the proposed cost is realistic as compared to the scope of work proposed. This information must be consistent with the cost proposal. Include the following table as a summary of the cost by cost element.

Realism Form to be completed by Offeror and evaluated by Technical Evaluators*		
Cost Element	Total Proposed Cost	Description/Explanation
<b>Labor</b>	\$ 100,000.00	<i>750 hrs of engineering and 250 hours of program management</i>
<b>Labor Hours</b>	1,000.0	
<b>Subcontractors</b>	\$ 50,000.00	<i>Sub A - \$25,000; 250 engineering hours Sub B - \$25,000; 250 hours of Testing</i>

<b>Subcontractors Hours</b>	500.0	
<b>Consultants</b>	\$ 10,000.00	<i>Design engineer -supporting all tasks</i>
<b>Consultants Hours</b>	100.0	
<b>Material/Equipment</b>	\$ 75,000.00	<i>steel, software</i>
<b>Other Direct Costs</b>	\$ 1,000.00	<i>ship testing materials to lab</i>
<b>Travel</b>	\$ 5,000.00	<i>2 trips 2 day to Edgewood from “your city”, for 2 people</i>
<b>Indirect costs</b>	\$ 48,200.00	<i>approved by DCAA 30 Sept 16</i>
<b>Total Cost</b>	\$ 289,200.00	
<b>Fee</b>	\$ 14,460.00	<i>5% of Total cost</i>
<b>Total Cost Plus Fee</b>	\$ 303,660.00	
<b>Cost Share (if cost share is proposed then fee is unallowable)</b>	\$ 0	
<b>Total Project Cost</b>	\$ 303,660.00	

\*Items in italics are provided as samples only. Offeror shall complete table with the applicable information.

## 2.5 Volume II: Cost Proposal

The objective of the Cost Proposal is to provide sufficient information to substantiate that the overall proposed cost is realistic, reasonable and complete for the proposed work. The Cost Proposal should provide enough information to ensure that a complete and fair evaluation of the reasonableness and realism of the cost can be conducted and reflect the best cost for the initiative. The cost proposal must be consistent with information provided in the realism form provided in the technical volume. **The integrated master schedule and cost proposal information shall conform to the SOW. Offerers may add lower levels of detail as needed.**

(NOTE: *Proposals that deviate substantially from these guidelines or that omit substantial parts or sections may be found unresponsive and may be eliminated from further review and funding consideration.*

### 2.5.1 Section IV: Cost Narrative

The Cost Narrative is used to assess various criteria. The contracts official will use this section to determine reasonableness, allowability, and allocability of proposed costs in determination of an overall fair and reasonable proposed cost. The Cost Narrative section should also give substantiation and written explanation of proposed costs. Breakdowns should be as accurate and specific as possible.

The Cost Narrative must include, at a minimum, details on the following categories for the proposed cost:

**Direct Labor Rates:** The Offeror shall identify the labor category for all proposed personnel, hourly rate associated with each labor category, and proposed hours for each category. Documentation to support proposed labor category rates shall be provided in the cost proposal submission in the form of Government Agreement or Recommendation or payroll records.

Order of preference for supporting documentation is as follows: Government Agreement or Recommendation (DCMA FPRA or FPRR or DCAA Audit); Payroll records for proposed personnel.

**Team Members/Subcontractors:** For proposed team members/subcontractors of which the individual proposed price is greater than or equal to \$150,000, a detailed proposal broken out by element of cost for each of the team members/subcontractors proposed must be provided in the Offeror's cost proposal submission. Team Members/Subcontractor proprietary proposals may be submitted directly to ATI at [cwmcd-contracts@ati.org](mailto:cwmcd-contracts@ati.org). Team member/subcontractor proposals must be as detailed as possible, but at a minimum must include the following: labor categories and hours specified, list of material/equipment and other direct costs, travel detail, lower tier subcontractors/consultants identified, indirect costs and fee. The Offeror must also state that a cost and price analysis has been performed on all team members/subcontractors and provide documentation supporting the determination of price reasonableness. Offerors shall also provide a list of all team members/subcontractors and a total cost for each team member. Please identify if each team member/subcontractor is a traditional or nontraditional defense contractor.

**Consultants:** For proposed Consultants of which the individual proposed price is greater than or equal to \$150,000, a detailed proposal broken out by element of cost (i.e., labor categories, associated hours, travel, other direct costs, etc.) for each of the Consultants shall be provided in the prime Offeror's cost proposal submission. The Offeror shall provide a list of all Consultants and a total cost for each consultant. The Offeror must also state that a cost and price analysis has been performed on all Consultants greater than or equal to \$150,000 and provide documentation supporting the determination of price reasonableness. Offerors shall identify if each Consultant is a traditional or nontraditional defense contractor for all Consultants no matter their proposed cost.

**Material/Equipment:** An itemized list of the material/equipment proposed (i.e. a bill of materials) must be provided in the cost proposal submission. Additionally, for each piece of proposed material/equipment with a unit cost greater than or equal to \$5,000 or a total cost of \$25,000, a copy of the basis of cost documentation (i.e., vendor quote, catalog pricing data, past purchase orders, etc.) that indicates the item(s) being purchased, quantity and unit cost of each item) must be included in the Offeror's cost proposal.

**Travel:** The Offeror must provide an estimate of the travel required for the proposed effort. A basis of cost for all travel elements must be included in the proposal, to include the nature of any proposed travel, estimated number of trips required, destinations, mode and cost of transportation, and number of man-days per trip. Note: Offerors are expected to be cost-conscious regarding travel, for example, the contractor should propose in accordance with the Joint Travel Regulation. Travel costs that are deemed excessive (e.g., first class airfares, exorbitant hotel room charges, etc.) will be adjusted to a reasonable cost.

**Other Direct Costs:** The Offeror must identify and provide a detailed description of any Other Direct Costs that do not fit into the cost elements above, including the basis for determining those costs (i.e., vendor quotes, catalog pricing data, company estimating procedures, etc.), in

the Offeror's cost proposal submission. **Additionally, for each proposed Other Direct Cost with a unit cost greater than or equal to \$25,000**, a copy of the basis of cost documentation (i.e., vendor quote, catalog pricing data, past purchase orders, etc.) must be included in the Offeror's cost proposal.

**Indirect Costs:** The Offeror shall identify all proposed indirect costs (e.g., labor overhead, fringe benefits, material overhead, G&A) and associated rates and provide supporting documentation. Documentation to support proposed indirect costs shall be provided in the cost proposal submission in the form of Government Agreement or detailed rate make up for the indirect costs. In terms of detailed rate make up for the indirect costs, the Offeror shall submit the expense pools and allocation bases that make up the indirect rate, the previous three years of actual indirect rates, forecasted rates in the PoP of the project (if different), and a breakdown of the costs that make up 2-3 items in each expense pool. Order of preference for supporting documentation is as follows: Government Agreement or Recommendation (DCMA FPRA or FPRR or DCAA Audit); detailed rate make up as identified above.

Alternately, in lieu of providing the supporting documentation for your indirect costs within the cost proposal submission, if the offeror can obtain appropriate Government assistance on its own, the Offeror may provide a letter from the cognizant Government audit agency stating that, based upon their review of the Offeror's proposal, the indirect rates used in the proposal are approved by a Government agency and were applied correctly in this specific proposal.

**Cost of Money:** If applicable, Cost of Money should be proposed on a separate line from indirect costs. If the Offeror has a Government recommendation or agreement document to support this cost element, the documentation should be provided with the cost proposal.

**Profit/Fee:** Proposing Profit/Fee is allowable to include in a cost proposal when cost share is not being contributed by the Offeror.

**Excessive Pass Through.** It is anticipated that the Government will not pay excessive pass-through charges on CWMD projects. Therefore, if the Offeror intends to subcontract more than 70 percent of the total cost of the work to be performed under the project, a description of the "added value" provided by the Offeror as related to the work to be performed by the subcontractor(s) must be included in the Cost Narrative. This provision is in effect at all tiers. "Added value" means that the Offeror performs subcontract management functions that the government determines are a benefit (e.g., integration efforts, program management (incl. ITAR compliance), processing orders of parts or services, maintaining inventory, reducing delivery lead times, managing multiple sources for requirements, coordinating deliveries, performing quality assurance functions, etc.).

### **2.5.2 Section V: Cost and Cost Element Breakout:**

A table shall be provided detailing each Element of cost/price included in the Cost Narrative section. All elements of price shall be totaled and summed up to derive an overall total price for the proposed effort.

## **2.6 Volume III – Appendices**

### **2.6.1 Appendix I: Resumes**

Include the key resumes of the Offeror, team member, subcontractor and university key personnel who will be assigned to and work on this project if selected. Indicate what percentage of their total available work time each will devote to this project. Each resume must be no more than two pages in length.

### **2.6.2 Appendix II: Integrated Master Schedule**

Provide a schedule (e.g., Gantt chart) that clearly shows the plans to perform the program tasks in an orderly, timely manner. Provide each major task identified in the SOW as a separate line on the program schedule chart. Each of the tasks should include milestones that relate to specific deliverables during the task. Please ensure that the scheduled work aligns with the associated price in the price proposal. Include any key technical and/or schedule risks, their potential impact and mitigation as applicable.

### **2.6.3 Appendix III: Intellectual Property Assertions**

Provide any discussions on any intellectual property assertions made by the offeror or team members.

### **2.6.4 Appendix IV: Government Statement of Work**

The offeror shall note any changes to the Government formatted SOW provided as Attachment 1 to this RPP. Based on the results of the Technical Evaluation the Government reserves the right to negotiate and revise any or all parts of SOW. Offerors will have the opportunity to concur with revised SOW and revise cost proposals as necessary.

### **2.6.5 Appendix V: Nontraditional Defense Contractor Warranties and Representations**

Include signed copies of Enclosure 1 for any nontraditional defense contractor proposed.

## **2.7 Inconsistencies**

Any inconsistency between the proposed performance, cost, or price of a project should be explained in the proposal. Any significant inconsistencies, if unexplained, raise a fundamental issue of the Offeror's understanding of the nature and scope of work required and of their financial ability to perform if selected, and may be grounds for non-selection of the proposal or grounds for adjusting the probable cost to the Government. The burden of proof as to cost and technical credibility rests with the Offeror.

## **2.8 Proposal Preparation Cost**

The cost of preparing proposals in response to this RPP is not considered a direct charge to any resulting award or any other contract.

## **Section 3.0 Basis for Award**

### **3.1 Evaluation**

All eligible prototype proposals will be evaluated for award in accordance with the selection process described below. It is the Government's intention to negotiate, select and fund the "best

value" project(s) from the submitted prototype proposals. The Government intends on making only one (1) award but reserves the right to not make an award or award multiple proposals. The U.S. Army Contracting Command - New Jersey, with the assistance of the Department of Defense Joint Program Executive Office for Chemical and Biological Defense, will undertake Proposal Source Selection. The proposal source selection will be conducted in accordance with the evaluation criteria established in Section 6.0 of this document. The Source Selection Authority (SSA) will make a determination whether to:

- a) Select the Proposal (or some portion of the Proposal); or
- b) Place the proposal in the "basket" if funding currently is unavailable; or
- c) Reject the Proposal (no award will be made based upon the submitted Proposal).

The SSA determination will be forwarded to the CWMD Consortium CMF and ACC-NJ to initiate the award process based on the availability of funding.

### **3.2 Basis of Selection (BOS)**

A Basis of Selection will be prepared as a result of this RPP. The BOS will be an integrated assessment of each proposal evaluation to include the rating in accordance with the results of a technical benefit evaluation and a cost evaluation. The selection will be based upon the following two evaluation factors:

Technical Benefit  
Cost Assessment

The Technical Benefit Factor Rating will be based on an adjectival rating supported by narrative justification. The Cost Assessment rating will be a narrative assessment. For evaluation purposes, the Technical Benefit is more important than the Cost Assessment.

#### **3.2.1 Technical Benefit Factor Rating**

The overall Technical Benefit rating reflects the Government's confidence in each offeror's ability, as demonstrated in its Proposal, to meet the stated objective.

Proposals will be ranked as follows:

1. Outstanding:
  - a. Proposal meets requirements and indicates an exceptional approach and understanding of the requirements. Strengths far outweigh any weaknesses. Risk of unsuccessful performance is low.
2. Acceptable:
  - a. Proposal meets requirements and indicates an adequate approach and understanding of the requirements. Strengths and weaknesses are offsetting or weaknesses will have little or no impact on contract performance. Risk of

unsuccessful performance is no worse than moderate. These proposals will remain viable in the basket until such time that they expire.

3. Unacceptable:
  - a. Proposal does not meet requirements and contains one or more deficiencies.  
Proposal is not awardable and will not be placed in the basket.

### **3.2.2 Basket Proposal Selection**

Prototype proposals not initially awarded may be placed in the Basket for up to a period of (36) months from the date that the corresponding RPP was closed (the member has the option of selecting a shorter period or withdrawing their proposal at any time before selection). When selecting proposals from the Basket, the Government reserves the right to select the Basket proposal that best matches the customer's requirements. The Government reserves the right to award all or part of the selected proposal. Prior to award, member will have the opportunity to revisit the terms and conditions of their solution.

### **3.2.3 Cost Assessment**

The Costs will receive a narrative assessment. The CMF will assess the reasonableness and completeness of the cost estimates and then provide a formal assessment to the Government. The Government Acquisition Center, ACC-NJ, will review this assessment and make the final determination that the negotiated project value is fair and reasonable. The costs will be evaluated for completeness, and reasonableness, and realism of the proposed costs.

### **3.2.4 Best Value**

Projects will be awarded based upon the Government right to select the submitted proposal(s) that best match the customer's requirements.

## **Section 4: Prototype Proposal Selection and Funding**

The Government will select a prototype proposal for award through this request in accordance with the evaluation criteria as described above. CWMD consortium members are solely responsible for all expenses associated with responding to this RPP.

The Technical Benefit will be a subjective ranking as described in Section 3.2.1 above. If applicable, the Government will weigh any increase in the Technical Benefit against the Cost Assessment to determine if the parity of the relationship warrants the paying of higher cost for the Technical Benefit, and this determination will be reflected in the overall ranking of the proposal.

### **Technical Benefit Evaluation**

The overall Technical Benefit will be based on an integrated assessment of the below Technical Benefit Evaluation subfactors:

1. Technical Approach. Ability to address the SOW objective by developing, demonstrating, and implementing the requirements outlined in the SOW.

Ratings will be based on an assessment of the following:

- Ability to clearly explain the feasibility, achievability, and completeness of the technical approach and testing that will be employed to meet or exceed the requirements of the SOW.
- Ability to provide a complete description and logical sequence of proposed tasks and associated technical elements with clearly defined deliverables and a schedule that clearly shows the plans to perform the program tasks in an orderly, timely manner that does not exceed the designated length of time.

2. Project Management and Resources Approach. The overall Management and Resources will be based on an integrated assessment of the below:

Ratings will be based on an assessment of the following:

- Application of a logical organizational approach to this task that will foster open communication with the Government and empower staff to execute the project.
- Ability to control cost, schedule, and technical performance across the entire project, including subcontractors.
- Established processes for quality control, risk management, and ITAR compliance.
- Adequacy of proposed facilities and equipment to meet the requirements of the proposed technological solution.
- Technical, academic, and professional knowledge and experience of the offeror's (and any proposed teaming partners) proposed personnel as related to knowledge and experience necessary to perform this project.

## **Cost Evaluation Factors**

The cost area will receive a narrative rating. As part of its cost analysis, the factors of completeness, reasonableness, and realism will be reviewed as discussed below.

### **1. Completeness**

The following will be evaluated:

The degree to which the offeror(s) has provided all cost information requested in the RPP. Please note that the pricing information is required to properly perform the cost analysis of the Proposal. If an offeror is unwilling to provide this information in a timely manner, the Proposal will be lacking information that is required to properly evaluate the Proposal and the Proposal cannot be selected for award. Substantiation of cost elements (i.e., supporting data and estimating rationale) for all elements.

### **2. Reasonableness**

A proposed cost will be considered “reasonable” based upon subjective judgments. To be considered reasonable, the offeror's cost should be developed from applicable historical data,

be clearly stated, valid, and suitable. The offeror should show that sound, rational judgment was used in deriving and applying cost methodologies. Appropriate narrative explanation and justification should be provided for the cost elements. The overall estimate should be presented in a coherent, organized and systematic manner.

### **3. Realism**

The proposed cost is “realistic” when it is neither excessive nor insufficient for the effort to be accomplished. Costs also must be realistic for each task of the proposed Project when compared to the total proposed cost. Determination will be made by directly comparing proposed costs with comparable current and historical data, evaluator experience, available quotes, etc. Proposed costs will be compared with the corresponding technical proposals for consistency.

## **Section 5: Additional Information**

### **5.1 Security Requirements**

Information classified as “Confidential,” “Secret,” or “Top Secret” shall not be submitted or included in the prototype proposals. If classified information is submitted in a proposal, that proposal will be rejected.

### **5.2 Other Special Requirements**

The CWMD Consortium is advised that research findings and technology developments arising from the resulting proposal may constitute a significant enhancement to the national defense, and to the economic vitality of the United States. As such, in the conduct of all work under the subsequent Technology Project Agreement(s), the recipient will comply strictly with the International Traffic in Arms Regulation (22 CFR 120-130), the National Industrial Security Program Operating Manual (DoD 5220.22-M) and the Department of Commerce Export Regulation (15 CFR 730-774).

## **Section 6.0 Points of Contact**

Questions concerning this RPP should be directed to the CWMD CMF, ATI, Attn: Ms. Mica Dolan, 315 Sigma Drive, Summerville, SC 29486, E-mail [mica.dolan@ati.org](mailto:mica.dolan@ati.org) or [cwmd-contracts@ati.org](mailto:cwmd-contracts@ati.org). Questions regarding the contractual, cost or pricing format content of the RPP will be addressed by the CMF. All technical related questions will be forwarded to the Government Point of Contact to be addressed, Tom Kloehn. Additionally, CWMD consortium members are encouraged to periodically visit the CWMD membership only website for potential updates.

---

## Warranties and Representations

### Authority to use Section 815 Other Transaction Agreement

In accordance with Section 815, Amendments to Other Transaction Authority, of the National Defense Authorization Act (NDAA) for Fiscal Year 2016, which governs the authority to use a Section 815 Other Transaction Agreements to carry out prototype projects that are directly relevant to enhancing the mission effectiveness of military personnel and the supporting platforms, systems, components, or materials proposed to be acquired or developed by the Department of Defense, or to improvement of platforms, systems, components, or materials in use by the armed forces Prime Contractor hereby provides the following Warranties and Representations:

**A. Prime Contractor:** The Prime Contractor must complete the following table.

Legal Name:		DUNS #:	
Point of Contact:			
Prime Contractor is a Nontraditional (Y/N)?*			

*A nontraditional defense contractor means an entity that is not currently performing and has not performed, for at least the one-year period preceding the issue date of the Request for Prototype Proposals, any contract or subcontract for the Department of Defense that is subject to full coverage under the cost accounting standards prescribed pursuant to section 1502 of title 41 and the regulations implementing such section.*

Note: Nontraditional defense contractors can be at the prime level, team members, subcontractors, lower tier vendors, or "intra-company" business units; provided the business unit makes a significant contribution to the prototype project (i.e., is a key participant). A foreign business can be considered a nontraditional if it has a DUNS # and can comply with the terms and conditions of the Base NSC Project Agreement, specifically aspects involving ITAR/EAR.

**If the prime contractor is a Nontraditional, skip Section B and proceed to Section C.**

**B. Nontraditional Defense Contractor(s):** If the prime contractor is a **traditional** defense contractor and proposes the use of one or more nontraditional defense contractors, the following information is required **for each** participating nontraditional defense contractor.

Legal Name of Nontraditional Defense Contractor:	
DUNS #:	
Address:	
Point of Contact (Name, Title, Phone #, Email):	
<b>I. Please select at least one or more of the significant contribution(s) listed below that will be provided by the Nontraditional defense contractor cited above:</b>	
<input type="checkbox"/>	<b>A - The significant contribution involves developing, demonstrating or providing a key technology. Please describe what the key technology is; why it is key and what makes it key.</b>

<input type="checkbox"/>	<b>B - The significant contribution involves developing, demonstrating or providing a new part or material that is not readily available.</b> <i>Please describe what the new part or material is and why it is not readily available.</i>
<input type="checkbox"/>	<b>C - The significant contribution involves use of skilled personnel (such as modeling &amp; simulation experience, weapon system design experience, etc.), facilities and/or equipment that are within the capabilities of the designated nontraditional and required to successfully complete the program.</b> <i>Please describe the personnel, facilities and/or equipment involved in the proposed program and why they are required to successfully complete the program.</i>
<input type="checkbox"/>	<b>D - The use of this designated non-traditional will cause a material reduction in the cost or schedule.</b> <i>Please describe the specific cost or schedule impact to be realized</i>
<input type="checkbox"/>	<b>E - The use of this designated non-traditional will increase performance or mission effectiveness.</b> <i>Please describe what the performance or mission effectiveness increase will be attained by the use of this designated nontraditional defense contractor</i>
<b>II. In addition to the above please provide the following information:</b>	
<b>Q1</b>	<b>What additional capability beyond those described in A through E above does this Nontraditional defense contractor have that is necessary for this specific effort?</b>
A1	
<b>Q2</b>	<b>Which task/phase(s) of the effort will the Nontraditional defense contractor be used?</b>
A2	
<b>Q3</b>	<b>What is the total estimated cost associated with the Nontraditional defense contractor included in the proposal? Note: While cost is an indicator for the level of Nontraditional defense contractor participation, there is no particular cost threshold required.</b>
A3	

**C. Signature:** The Prime Contractor must sign name.

---

Signature of authorized representative of proposing Prime Contractor

---

Date