

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>			1. CONTRACT ID CODE <b>S</b>	PAGE OF PAGES <b>1   14</b>
2. AMENDMENT/MODIFICATION NO. <b>0003</b>	3. EFFECTIVE DATE <b>26-Jul-2022</b>	4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO.(If applicable)
6. ISSUED BY COMMANDER, NAVAL INFORMATION WARFARE SYSTEMS COMMAND 02 CONTRACTS 4301 PACIFIC HIGHWAY SAN DIEGO CA 92110-3127	CODE <b>N00039</b>	7. ADMINISTERED BY (If other than item 6) <b>See Item 6</b>		
8. NAME AND ADDRESS OF CONTRACTOR (No., Street, County, State and Zip Code)		X	9A. AMENDMENT OF SOLICITATION NO. <b>N0003922R1011</b>	
		X	9B. DATED (SEE ITEM 11) <b>16-May-2022</b>	
			10A. MOD. OF CONTRACT/ORDER NO.	
			10B. DATED (SEE ITEM 13)	
CODE	FACILITY CODE			
<b>11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS</b>				
<input checked="" type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offer <input type="checkbox"/> is extended, <input type="checkbox"/> is not extended. Offer must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.				
12. ACCOUNTING AND APPROPRIATION DATA (If required)				
<b>13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.</b>				
A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.				
B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(B).				
C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:				
D. OTHER (Specify type of modification and authority)				
E. IMPORTANT: Contractor <input type="checkbox"/> is not, <input type="checkbox"/> is required to sign this document and return _____ copies to the issuing office.				
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)  The purpose of this amendment is to update RFP section L, Volume I, Factor 1 to reflect a page limit of 20 pages.				
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.				
15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)		
		TEL:	EMAIL:	
15B. CONTRACTOR/OFFEROR  _____ (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA  BY _____ (Signature of Contracting Officer)		16C. DATE SIGNED  <b>26-Jul-2022</b>

## SECTION SF 30 BLOCK 14 CONTINUATION PAGE

**SUMMARY OF CHANGES**

## SECTION L - INSTRUCTIONS, CONDITIONS AND NOTICES TO BIDDERS

The following have been modified:

**INSTRUCTIONS TO OFFERORS****SUBMISSION OF PROPOSALS**

The proposal shall be prepared as follows and submitted electronically. All correspondence shall be addressed to the Contract Specialist, Jules Ward at [julie.a.ward38.civ@us.navy.mil](mailto:julie.a.ward38.civ@us.navy.mil) and copy the Procurement Contracting Officer (PCO), Kate McCoy at [kathleen.m.mccoy14.civ@us.navy.mil](mailto:kathleen.m.mccoy14.civ@us.navy.mil).

“GATE Criteria” (no more than 15 pages)

**VOLUME I: Technical (no more than 30 total pages for Factor 1 and 2)**

**Factor 1: Technical approach to potential task order (total 20 pages maximum)**

Factor 2: Past Performance (total 10 pages maximum)

Factor 3: Data Rights (no page limit)

Factor 4: Small Business Utilization (US Large Business Only)

VOLUME II: Cost/price (no page limit)

VOLUME III: Contractual (no page limit)

Section A: Proposal cover letter

Section B: Contract forms

Section C: Representation and certifications

Section D: Exceptions to the RFP

Format, organization and content

Format

Each Volume shall be a separate file and contain sufficient information to permit a detailed evaluation. Data previously submitted, if any, will not be used in the evaluation of your response to this RFP. Previously submitted data (or indeed, any data) shall not be included in the Offeror’s proposal “by reference”. Data that exceeds the page limitations may not be considered for evaluation of your response to this RFP.

Electronic proposals shall be prepared so that, if printed, the proposal meets the following format requirements: 8.5 x 11 inch paper; single-spaced typed lines; 1 inch margins; 11-point Times New Roman font text (the font size also applies to font in tables and pictures in .jpg or other picture format contained within the Technical Proposal, as well as to required attachment submittals). The use of native font on all forms is permitted; Microsoft Office (MS) compatible format; all non-cost files must be submitted with a .doc or .pdf file extension. Graphics, pictures, tables and figures are allowed, but count against stated page limits. Any graphics, pictures tables, and figures that are submitted as part of the Technical Volume must comply with the margin, font size, compatibility and searchability requirements cited in this Section L. Descriptive file names shall be used for all files and attachments (e.g., “ABC Technical Proposal”, “ABC Attachment 6, Prime Pricing Model”). The technical Volume shall be provided in a “searchable” PDF format (i.e. Optical Character Recognition (OCR) turned on). Excel models shall have formula intact.

Organization

Proposals shall be organized into the GATE Criteria, Volumes, Sections and described above, and using page limitations cited above, as applicable.

Pages shall be numbered consecutively within each Section, showing Volume, Section and page. As an example, page 19 of Section B of Volume III would be numbered "III-B-19". Pages in the cost Volume shall be numbered consecutively. There are no Sections in the cost Volume. As an example, page 62 of the cost Volume would be numbered "II-62". Tables, figures and charts shall also be numbered consecutively in each Section and Volume using the scheme shown above, with the exception that "Table", "Figure" or "Chart" will precede the number where appropriate.

#### Content

GATE CRITERIA: the following requirements are considered Gate Criteria. Offerors shall provide documentation demonstrating compliance with the Gate Criteria. Offerors that are interested in this Solicitation but are unable to demonstrate compliance with all requirements below are encouraged to participate as subcontractors, subject to the conditions of the NILE ISS Memorandum of Understanding (see Attachment 8 to the Solicitation).

- a) Offeror has an online training platform, which complies with the information assurance and cybersecurity requirements set out in the Link 22 Training PWS, or has a training platform which can comply with these requirements within six months of contract award
- b) Offeror shall demonstrate that all personnel proposed to work on this contract have achieved English language certification IELTS band 8 (or equivalent) at a minimum, unless the Offeror's first language is English, in which case no language skills certification is required.
- c) Offeror shall demonstrate compliance with all of the following:
  - i. CAGE code (NATO CAGE code for non-U.S. companies)
  - ii. Currently System for Award Management (SAM) account (<https://www.sam.gov/portal/SAM#1>)
  - iii. Offeror's accounting system is adequate for determining costs applicable to the proposed cost-reimbursement CLINs

#### **VOLUME I: Technical**

The technical proposal shall demonstrate the Offeror's understanding of the requirements. The proposal shall provide an explanation of the techniques and processes to be used. The Offeror's discussion in each Section must include sufficient detail to allow the Government to adequately evaluate the Offeror's ability to accomplish the proposal requirements. Wherever relevant, Offerors are encouraged to use cross-references to the essential processes described in any other applicable Sections of the proposal, rather than repeating that information in several Sections of this Volume (although Offerors may not reference data that is not in a Volume). Offerors shall address the following technical evaluation factors:

#### **FACTOR 1: TECHNICAL APPROACH TO POTENTIAL TASK ORDER (total 20 pages maximum)**

Offerors shall propose a technical solution to designing Link 22 classroom-based and online self-paced training courses. The solution shall include a technical approach that:

- Delivers the technical outputs required by PWS section 4 (a through f), section 4.1.1, and section 4.1.2;
- Ensures an operational focus for the training materials and delivery;
- Meets or exceeds the requirements of PWS section 4.3 (examination and practical work); and,
- Demonstrates the Offeror's Link 22 expertise and experience, and how that experience will be utilized in designing and delivering training materials and training delivery services. Offerors shall provide resumes for all personnel proposed to work on this contract, demonstrating their Link 22 and training delivery experience and expertise.

#### **FACTOR 2: PAST PERFORMANCE (total 10 pages maximum)**

Offerors shall provide past performance information on a maximum of three (3) previous Government contracts/orders. The Government desires at least two (2) past performance submissions as a prime contractor on this effort. If the Offeror proposes use of a major subcontractor, at least one (1) past performance submission for any major subcontractor, defined as performing 25% or more of the total proposed contract amount shall be submitted. Organizational Experience Forms completed by subcontractors that do not meet the definition will not be evaluated. Offerors shall provide past performance information as follows:

- a. Complete and submit the Relevant Experience Form (Attachment 10) for each past performance submission. The Offeror shall address only one contract/order per experience form. The Offeror shall list

and provide contact information for the Procurement Contracting Officer (PCO) and the Contracting Officer's Representative (COR) (or PCO and COR equivalents) for each relevant contract/order. The Offeror shall ensure that the above-requested Government points of contact are current, accurate and complete. The Offeror shall describe how each submission meet the below definition of relevancy.

- b. Past Performance submissions may reference Government contracts, or may reference a contract with any NILE Nation or non-NILE Nation. If proposing a non-NILE nation, the offeror shall include a description of how the work is relevant to the Government and NILE. The experience should be relevant, i.e. the forms shall identify contracts, task or delivery orders that included efforts that were similar to those covered by this RFP in terms of nature and complexity of effort, scope, dollar value, and that involved a similar contract, task or delivery order type. The Offeror shall provide excerpts from the Statement of Work (SOW)/Performance Work Statement (PWS) or equivalent for each previous experience that is relevant to the Link 22 Training PWS. The prior experience shall detail the Offeror's experience as a prime contractor performing online and classroom-based training design, material production, and delivery services.
- c. Each experience submitted should also be recent, i.e. each experience must have been performed, but not necessarily completed, within the past three years from the date the RFP is posted. For submissions that document completed experience, at least some portion of the experience must have been within the past three years from the date the RFP is posted.
- d. In addition to recency and relevancy, the quality of the Offeror's experiences will be evaluated. If available, Offerors may submit Contractor Performance Assessment Reporting System (CPARS) data or equivalent for each experience identified and performed under U.S. contracts, but this is not required and will not count against the page limit. CPARS or equivalent data (non-US vendors that do not have CPARS may submit analogous data from the procurement systems for their respective countries, provided the data is in English and can be rationally compared to CPARS data). CPARS data pertaining to quality of previous Offeror. Work under contracts of similar size and scope as this RFP will be considered favorably, however, the Government will not draw negative conclusions from a lack of CPARS or equivalent data. The Government reserves the right to access relevant CPARS or documentation from outside sources to validate information provided by the Offeror.

### **FACTOR 3: DATA RIGHTS (no page limit)**

For all Technical Data and Computer Software (TD/CS) deliverables under this contract, it is the Government's objective that all noncommercial TD/CS and Computer Software Documentation (CSD) (including source code) be delivered with Unlimited Rights, or if such noncommercial TD/CS/CSD contains elements generated exclusively at the Offeror's own expense, with rights no more restrictive than Government Purpose Rights (GPR) (Unlimited Rights and GPR are defined at DFARS 252.227-7013 and 252.227-7014). Technical Data and software are defined at DFAR 252.227-7013 and DFARS 252.227-7014. The data rights are needed to allow the Government to meet its obligations to the other NILE Member Nations under the MOU.

If the Offeror proposes to utilize or deliver commercial TD/CS/CSD, with less than GPR, it is the Government's desire to obtain a license to the commercial TD/CS/CSD that would grant the Government the equivalent of GPR in the commercial TD/CS/CSD. The Government's objective applies to all commercial and noncommercial TD/CS/CSD deliverables such as engineering diagrams, analysis, reports, and designs that pertain to the systems to be delivered under this contract. Offers that offer GPR or greater will be evaluated more favorably than Offer with data rights/intellectual property rights assertions that are more restrictive. Offers with an Unlimited Rights data rights posture will be evaluated more favorably the Offers with a GPR data rights posture.

If the Offeror proposes to deliver commercial TD/CS/CSD as part of its deliverables, the Government end user needs are defined as the equivalent of Government Purpose Rights as defined above. It is preferable that any commercial license have a perpetual term, and be transferable. If the Offeror is not willing to offer such a license, it must include such pricing for purchase of such GPR (noncommercial)/GPR equivalent (commercial) in Volume II. If a commercial computer software (including open source software) is proposed for delivery as part of the Offeror's solution, the Offeror shall include as part of the proposal any and all Commercial or Open Source License Agreements applicable to CDRLs or other deliverables under this contract, including those applicable to the

Offeror's subcontractors. The Government reserves the right to negotiate terms of use and conditions of the commercial licenses that are inconsistent with federal procurement law or that do not meet the Government's needs and the Section I Clause "Technical Data – Commercial Items" (DFARS 252.227- 7015). The resulting license agreements will be an Attachment to the executed contract. If the Offeror intends to use computer software development tools to develop its computer software deliverables, but not deliver the development tools, it must do so in a manner that does not impose licensing burdens on the Government with respect to the computer software deliverables

Notwithstanding the above, an Offeror will not, however, be deemed non-responsive if it offers to provide rights more restrictive than GPR on any portion of the technical data and/or software to be delivered under this contract for which it is entitled to assert those restrictions pursuant to law and regulation. The Government's goal of acquiring GPR is not a condition of award; rather it is factor in the source selection decision.

The Offeror shall complete and submit the table as contained in the Section K provision(s) entitled "Identification, and Assertion of Use, Release, or Disclosure Restrictions" (DFARS 252.227-7017) and, if applicable "Technical Data Previously Delivered to the Government" (DFARS 252.227-7028), to identify noncommercial TD, CS and/or CSD to be furnished, the asserted rights category, and the basis for the assertion. For commercial TD/CS/CSD, the Offeror shall use Pre-Award and Post-Award Identification and Assertion of Restrictions on Technical Data Pertaining to a Commercial Item and Commercial Computer Software, to identify the commercial TD, CS or CSD to be delivered, along with the proposed license rights and accompanying license, if any. The Offeror shall ensure that the TD, CS and/or CSD are identified by specific reference to the requirement to deliver or provide that TD, CS, and/or CSD in the contract, for example, by referencing the associated CLINs, CDRLs, or paragraphs in the SOW.

The Offeror will ensure consistency between the technical data rights assertions and information provided in the Data Rights proposal, including the "Identification, and Assertion of Use, Release, or Disclosure Restrictions" and "Technical Data Previously Delivered to the Government" tables, if applicable.

#### **FACTOR 4: SMALL BUSINESS UTILIZATION (US Large Business Offerors only)**

Offerors shall describe their proposed approach to meeting small business subcontracting goals and utilizing its subcontractors as follows:

Large Business Vendors shall discuss their proposed approach to ensuring that at least 32.25% of the total subcontracted amount of their proposal represents awards to Small Business concerns consistent with the following desired NAVWAR Subcontracting Goals:

<b>Small Business Categories</b>	<b>NAVWAR Subcontracting Goals (Based on % of total subcontracted amount)</b>
<b>Total Small Business (includes the below categories)</b>	32.25%
Small Disadvantaged Business (SDB)	5%
Woman-Owned Small Business (WOSB)	5%
HUBZone	3%
Service Disabled Veteran Owned Small Business (SDVOSB)	3%

Small Businesses include Small Disadvantaged Businesses, Women-Owned Small Businesses, Veteran-Owned Small Businesses, Service-Disabled Veteran-Owned Small Businesses, HUBZone Small Businesses and Historically Black Colleges or Universities and Minority Institutions in accordance with the definition set forth in 13 CFR 121.105.

Large Business Offerors shall describe the principal types of services to be subcontracted and how this approach provides meaningful work to each proposed Small Business subcontractor. For each small business subcontractor proposed, provide their cage code and North American Industry Classification Standard (NAICS) code verification of their size status.

For each small business subcontractor or vendor proposed, Offerors must ensure that the subcontractor/vendor names and values listed in the Small Business Subcontracting Plan match the subcontractor/vendor names and values listed in Volume II of the proposal. The inclusion of each subcontractor/vendor in the cost proposal shall serve as evidence that the prime contractor and subcontractor/vendor have entered into a business agreement; no further evidence of a business agreement is required. Only the portion of small business participation that is both listed in the matrix and substantiated by the cost proposal will be considered in the evaluation.

**Note:**

Large business concerns are required to submit a separate Small Business Subcontracting Plan under other provisions of this solicitation; namely, FAR 52.219-9 Alternate II.

Large Business Offerors shall describe the extent to which their company has previously met small business subcontracting goals on other contracts/orders and the extent to which the Offeror paid its small business subcontractors in a timely manner. Where available, the two (2) most recently filed Individual Subcontractor Reports (ISRs), for each Prime contract listed in Factor 2 Past Performance shall be submitted. If ISRs are unavailable, Offerors may submit other documentation to establish their record of Small Business goal achievement. ISRs for proposed subcontractor experiences listed in Factor 2 are not required. If, historically, the Vendor has not met/exceeded small business goals, the Vendor shall provide a detailed explanation addressing what actions were taken on previous efforts and what efforts will be taken to meet the subcontracting goals for this effort.

**Volume II: Price**

General Instructions - Information relating to the Cost Proposal shall not be included in Volume I, Technical Proposal, and technical information shall not be included in Volume and will not be considered by the TET if included. Cost information provided must be consistent with the Offeror's disclosed accounting practices. This Volume shall be a complete and detailed cost breakdown and shall include all elements of cost and such other data as considered appropriate to support your proposal. See FAR Part 15 Table 15-2. The Offeror shall submit the cost proposal using Solicitation Attachment 4 – "Prime Pricing Model" inclusive of all formulas. The file shall be submitted in Microsoft Excel (compatible with 2007) with formulas and computations intact. Subcontractors shall submit cost proposals using Solicitation Attachment 5 – "Subcontractor Pricing Model" inclusive of all formulas. The file shall be submitted in Microsoft Excel (compatible with Excel 2007) with formulas and computations intact. All costs shall be in US dollars (\$US).

This is a competitive acquisition for NILE Training Services. The supporting cost documentation requested is not considered certified cost or pricing data and shall not be certified in accordance with FAR 15.403-1(b)(3). However, if after receipt of proposals the Procurement Contracting Officer (PCO) determines adequate competition does not exist, the PCO reserves the right to conduct negotiations. By submitting a proposal, the Offeror grants the PCO, or an authorized representative, the right to examine records and substantiation that form the basis for the proposal. The substantiation/records shall be ready to send to the PCO within 5 business days of the request. In accordance with FAR 15.403-1(c)(3)(ii), the substantiation may include: Other relevant information regarding the basis for price or cost. Information on labor cost, material costs and overhead rates may be requested, including but not limited to thorough Basis of Estimate for labor hours; substantiation for labor rates such as payroll data, Forward Rate Pricing Agreement (FPRA)/Forward Pricing Rate Recommendation (FPRR) or other documentation; Bill of Material (BOM) with quotes, purchase orders, or market research; other ODCs, indirect rates explanation; and the rationale for proposed profit. This examination and review may take place at any time prior to award. The Offeror shall break out its price proposal for the basic IDIQ contract by CLIN in the format at Table 1 below. The price in Table 1 shall match the contractor's price in the contract Volume.

CLIN	Description	CLIN Type	UNIT PRICE	Evaluated Quantity	TOTAL PRICE
0001	Training	FFP	TBD	1 Lot	TBD
0002	Update Training Materials	CPFF	TBD	1 Lot	TBD
0003	ODCs	Cost	TBD	1 Lot	\$61,055
0004	CDRLs	NSP			
0005	Technical Data Rights	FFP	TBD	1 Lot	TBD
1001	Training	FFP	TBD	1 Lot	TBD
1002	Update Training Materials	CPFF	TBD	1 Lot	TBD
1003	ODCs	Cost	TBD	1 Lot	\$61,055
1004	CDRLs	NSP			
2001	Training	FFP	TBD	1 Lot	TBD
2002	Update Training Materials	CPFF	TBD	1 Lot	TBD
2003	ODCs	Cost	TBD	1 Lot	\$61,055
2004	CDRLs	NSP			
3001	Training	FFP	TBD	1 Lot	TBD
3002	Update Training Materials	CPFF	TBD	1 Lot	TBD
3003	ODCs	Cost	TBD	1 Lot	\$61,055
3004	CDRLs	NSP			
4001	Training	FFP	TBD	1 Lot	TBD
4002	Update Training Materials	CPFF	TBD	1 Lot	TBD
4003	ODCs	Cost	TBD	1 Lot	\$61,055
4004	CDRLs	NSP			

Table 1

The Offeror shall break out its price proposal for the basic IDIQ contract by CLIN.

- 1) **CLIN X001, Training; CLIN 0005, Technical Data Rights (FFP)** - The Offeror shall propose FFP pricing for specific types of training services, to include In-classroom Training, Online Self-Paced Training, Online Instructor-Led Training, T3 Training and In-country Designated Training. The description for each of these types of training can be found in the PWS. If pricing Technical Data Rights, the offer shall propose FFP pricing. Future task orders will detail the type and number of trainings required. The Offeror shall populate the FFP Pricing Table in Section B for each type of training by year. The Offeror shall provide a narrative for the description of its pricing approach for the quantities proposed, including estimating techniques used, learning curve assumptions, quantity discounts, and formulas applied to derive the prices. Although application of learning curves may cause variations in unit prices, the Offeror should explain such variations that occur between years. If the Offeror sees opportunities for economic pricing in their proposal, the Offeror shall note economic pricing, as applicable. Offerors are cautioned that failure to fill out this Table, or Offers that state that pricing will be negotiated at award for the base and all option years may result in an immediate determination of non-compliance and will not be evaluated or considered for award.
- 2) **CLINs X002, Update Training Materials (CPFF)** - The Contractor shall update training materials in alignment with the release of new NILE Block Cycle Releases and any other significant capability

updates (e.g. as a result of intermediate deliveries). For the purposes of this contract, the Contractor should plan to implement updates to the training materials to 1 per year. Offerors shall propose labor categories and hours in support of this CLIN. The required geographic work location for personnel performing under this task order should be identified in the proposal and explained how rates are derived based on location. Costs shall be totaled or ‘rolled up’ to the CLIN level. Actual contract performance may vary from this estimate. Accordingly, the Government cannot guarantee the contractor will perform 1 material update per year.

- 3) **CLIN X003, Other Direct Costs (COST)** - The Government’s best estimate of Other Direct Costs (ODCs) is set forth below. This estimate is for proposal purposes only and the Government cannot guarantee the total estimated amount will be utilized during contract performance. Failure of ODC amounts to materialize during actual contract performance, or conversely if exceeded, shall not constitute a constructive change or breach of the contract. Offerors shall include ODCs EXACTLY as specified below. It is anticipated that ODC costs will consist mainly of travel and hardware/software costs. Separate lines in the proposal shall identify all indirect rates applied to ODCs. Total ODCs in the proposal represent the sum of the exact ODC values stated in Table 2 below to include all indirect costs. Offerors shall not propose fee on ODCs.

BASE YEAR	\$ 61,055
OPTION YEAR 1	\$ 61,055
OPTION YEAR 2	\$ 61,055
OPTION YEAR 3	\$ 61,055
OPTION YEAR 4	\$ 61,055
6 Month Extension	\$ 30,527
<b>Total</b>	<b>\$ 335,800</b>

Table 2

- 4) **CLIN X004, CDRL** – This CLIN is Not Separately Priced (NSP). Hence, the CLIN X004 is not listed in Table 1 above and the Offeror cost proposal shall not list costs for this CLIN. Any costs associated with producing the CDRL items shall be included in the other supporting CLINS, as discussed above for the base and option periods of performance.

\*\* For the entire Solicitation Non-US contractors may rely on their own country’s Government pricing agency if one exists. Please provide a narrative explaining the authority of the pricing agency for the country.

***CLIN X002 Cost Plus Fixed Fee (CPFF) Substantiation***

**Labor costs** shall be detailed by labor categories, hours by category, direct and indirect rates, costs and factors. The base to which each indirect rate/factor is applied shall be identified.

- a. **Direct Labor Rates:** Offerors must identify the labor category and either a named current employee, a named intended employee (i.e., contingent hire), or state TBD. The straight-time hourly direct labor rates shall use a forty-hour week for the conversion of salaried employees to the hourly basis and shall be exclusive of loading factors; e.g., vacation, sick leave, holidays, overhead, General & Administrative, and fee. Offerors shall ensure that they utilize the annual salary divided by 2,080 hours to equal the unloaded direct hour labor rate. Offerors (Prime and all Subcontractors) shall identify on Attachment 4/5 (Pricing Models) the Current Actual Labor Rates. Offerors shall specify whether or not uncompensated overtime is included in their proposal for the Prime and all Subcontractors. In order to verify the realism of the Offeror’s proposed direct labor rates all Offerors (including proposed subcontractors) shall submit, as part of their Cost Proposal, a cost narrative with documentation substantiating the accuracy of their proposed direct labor rates. Offerors shall ensure consistency between proposed direct labor rates and supporting documentation. Acceptable documentation may include the following:



- (1) Current fiscal year direct labor rate information as a Forward Pricing Rate Agreement (FPRA) on file with DCMA.
- (2) Payroll data (if proposing current, named employees) with actual pay stubs (with non-pay PII redacted).
- (3) Copies of signed Letters of Intent/Contingent Hire Letters that indicate agreed upon annual salary and proposed start date (if proposing named, new hires).
- (4) Copies of current or prior fiscal year DCMA FPRA or Forward Pricing Rate Recommendation (FPRR).
- (5) Labor Category Averages. If labor category averages are used as consistent with the Offeror's accounting practice and approved by DCAA, Offerors shall provide a detailed narrative and include the calculation used to establish the category average. For example, provide a list of the current salaries for all employees working in that labor category, divided by the number of current employees in that labor category. In accordance with Section M, the Government reserves the right to use other methodologies for comparison if determined more realistic.
- (6) For proposed rates that do not fall within one of the above criteria, Offerors shall provide a detailed, comprehensive description of the methodology used to establish the proposed direct rate. The description shall include both the source where the rate was obtained and a description of how the resulting rate was calculated. Merely stating a "salary survey" or "market survey" was used is not sufficient. Offerors shall include a detailed description, which includes the recognized national/regional compensation surveys and studies of professional public and private organizations used in establishing its proposed direct labor rates.

- a. **Direct Labor Escalation:** Offerors shall provide copies of current or prior fiscal year FPRA, FPRR, or DCAA/DCMA field pricing assistance reports, if available. If FPRAs, FPRRs, or DCAA/DCMA field pricing assistance reports are unavailable, Offerors shall provide rationale for proposing any rate below 2%. Rationale shall include detailed forecast information, historical information, and any other relevant information. Simply stating that the proposed escalation is what has "always been used" or other similar type of statement to that effect is not sufficient. Offerors proposing lower direct labor escalation rates in the option years risk a cost realism adjustment if the rationale is insufficient and the lower rates are determined to represent a cost risk. Subcontractors may propose the same escalation rate as the prime but must state this in their proposal.
- b. **Indirect Rates:** If current supported indirect data (e.g., FPRA, FPRR or DCAA audit of the Offeror's indirect rates) are not available or do not exist, historical indirect data, to include actual incurred rates, annual incurred cost claims (if submitted), and provisional rates for the three years prior to the Offeror's current fiscal year, shall be submitted with the proposal in the Offeror's cost narrative and by completing Attachment 4, Supporting Cost Data tab. If a proposed indirect rate (for the base or option periods) is more than 10% below the three-year historical actual incurred average, Offerors shall provide a supporting narrative describing the basis for the discrepancy between the historical information and proposed rate. For example, where the three-year historical actual incurred average is 80%, a proposed rate below 70% would require a supporting narrative. Information provided shall be consistent with the Offeror's disclosed accounting practices and shall identify how the rates were derived. Offerors shall identify the basis for the various cost elements for which each rate is applied.

Fringe: If applicable and in accordance with the Offeror's normal accounting procedures, Offerors shall identify the fringe benefit rate(s) and total fringe benefit cost being proposed and identify the cost elements for which the fringe benefit rate is being applied.

Overhead (OH): In accordance with the Offeror's normal accounting procedures, Offerors shall identify the current and projected overhead rate(s) and total overhead cost being proposed under this Solicitation and identify the cost elements for which overhead is being applied. If applicable, identify overhead rates separately for Government-site and Contractor-site.

General & Administrative (G&A): Offerors shall identify the G&A rate(s) and the total G&A cost proposed and identify the various cost elements for which the G&A rate is being applied.

Material & Subcontractor (M&S): Offerors shall identify the M&S rate and the total M&S cost proposed and identify the various cost elements for which the M&S rate is being applied.

**Subcontractors**

In its cost narrative Prime Offerors shall provide a list of all proposed subcontractors by name and specify the type of subcontract being proposed (e.g., CPFF, FFP or T&M). Subcontractors having an accounting system adequate for a cost reimbursement type contract should be proposed as CPFF. Subcontractors that do not have an adequate accounting system should be proposed as FFP type. For each FFP subcontract proposed, prime Offerors shall explain in writing why no other contract type is appropriate. The Offeror (Prime) shall also provide: (1) Analysis performed on the subcontractor's cost proposal to determine a fair and reasonable price (see clause FAR 52.244-2, Subcontracts).

The Offeror (prime) shall:

1. Provide a list of all proposed subcontractors by name, Data Universal Number System (DUNS) number, and Commercial and Government Entity (CAGE) code and specify the type of subcontract. Subcontractors that do not have an adequate accounting system should be proposed as FFP or T&M.
2. Explain for each non-fixed price subcontract proposed, why no other contract type is appropriate.
3. Provide analysis performed on the subcontractor's cost/price proposal to determine a fair and reasonable price (see FAR Clause 52.244-2, Subcontractors).

***Subcontractors may separately provide detailed cost/price information to the PCO. For cost/price information provided separately, subcontractors shall identify the prime contractor name; the Solicitation number; the subcontractor name, address, and point of contact; and the appropriate restrictive legend.***

**Cost of Money (COM) and Fee;** if COM is proposed, the Offeror shall submit a completed DD Form 1861 entitled "Contract Facilities Capital Cost of Money" and Form CASB-CMF "Facilities Capital, Cost of Money Factors Computation." Documentation supporting the computations shall be submitted with the forms. Similarly, all components of proposed fee shall be itemized and the base to which each component is applied shall be identified. Contractor fee on subcontractor fee is not allowed.

**Fee:** Identify the fee rate, the total amount proposed for all years, the total amount per year, and the various cost elements on which the fee is being applied. Do not propose fee on FCCOM, Other Direct Costs (ODCs), or on any indirect costs that are applied to ODCs.

**CDRLs:** Data is not separately priced, however, the costs associated with producing the Contract Data Requirements List (CDRL) items shall be included in the supporting CLINS.

Offerors shall submit their cost proposal by CLIN using Solicitation Attachment 4 – "Prime Pricing Model" and (if applicable) Solicitation Attachment 5 – "Subcontractor Pricing Model".

**Uncompensated Overtime and Professional Employees:** Proposals that include hourly rates for exempt employees which are based on more than a 2,080 work-year shall be identified as Uncompensated Overtime as defined in provision at FAR 52.237-10, "Identification of Uncompensated Overtime." If an Offeror decides to include uncompensated effort in their proposal, the following requirements shall be met and reflected in the proposal:

The Offeror must have an established cost accounting system that is adequate for determining costs applicable to the contract, and that records all hours worked, including uncompensated hours, for all employees, and regardless of contract type. The contracting officer is required to make an affirmative determination regarding the adequacy of the Offeror's accounting system prior to the award. If the contracting officer is unable to make such a determination, the Offeror will be ineligible for contract award.

Uncompensated hours, for all employees, and regardless of contract type, shall be included in the Offeror's base for allocation of indirect costs and meet the requirements of Cost Accounting Standard (CAS) 418, "Allocation of Direct and Indirect Costs."

The proposal shall clearly identify hours of uncompensated effort proposed by labor category.

The proposal shall clearly identify the amount of uncompensated effort that will be performed without supervision and without support personnel and shall assess the productivity of such effort. Additionally, clearly identify the means by which the Offeror controls or schedules uncompensated overtime for its employees as well as where the uncompensated effort will be accomplished.

The proposal shall describe the extent to which employees are required or encouraged to perform uncompensated effort and the impact the use of uncompensated effort has on work effectiveness. The proposal shall include a copy on the corporate policy addressing the uncompensated effort.

The proposal shall include a separate, complete cost breakdown to the same level of detail as the breakdown supporting the cost proposal. The breakdown shall include direct labor rates for all direct labor categories based on the division by 2,080 of exempt employees' actual annual salary, to represent a standard (as deemed by Fair Labor Standards Act) 40-hour week or 2,080-hour standard year. In addition, the breakdown shall include overhead rates and other costs based on employees working a standard 40-hour workweek or a 2,080-hour standard year. It is this cost breakdown that will be used to perform the cost realism portion of the proposal evaluation.

The requirements stated in paragraph (1) through (7) above shall be met for each subcontract which has uncompensated effort included in the proposal.

**Accounting System:** Information regarding accounting system adequacy (applies to all Offerors and subcontractors proposed as CPFF). Offerors are advised that they must have an adequate accounting system in order to be awarded a cost reimbursement contract. Cover letters shall include the report number and date of the cognizant DCAA / DCMA determination stating that the Offeror's accounting system is adequate for accumulation, reporting, and billing of costs under a cost reimbursement contract (attach a copy of the report, if available). If unavailable, other information pertinent to accounting system adequacy may be submitted.

For the entire Solicitation Non-US contractors may rely on the Accounting System for their own country's Government pricing agency if one exists. Please provide a narrative explaining the authority of the pricing agency for the country. If different terms for Cost terms are used, please correlate the country cost terms to the corresponding US pricing system terms.

**Purchasing and Estimating System:** The Offeror shall provide status of its purchasing and estimating system. The Offeror shall provide a copy of the report from the cognizant DCMA or DCAA office, if available.

**DCMA and DCAA Points of Contact:** US Offerors shall provide its assigned DCMA and DCAA Branch Offices with the names, telephone numbers, and e-mail addresses of the cognizant DCMA and DCAA points of contact who are familiar with the company.

Non-U.S. Offerors shall provide contact information a cognizant agency point of contact who can explain the Offeror's national purchasing and estimating systems that align with DCMA and DCAA systems. The point of contract should be fluent in English.

The above list of substantiating information is necessary for the Government to assess the completeness, reasonableness, and realism of the proposed cost/price, but it is not a complete list of the data that may be required. Therefore, the Offeror is encouraged to provide additional substantiating information, as necessary, to demonstrate the reasonableness and realism of its proposed cost/price. Nevertheless, as with any substantiating data, merely providing the data without sufficient analysis and explanation of the relevance and reliability of that data, will not demonstrate reasonableness or realism. The proposal must clearly explain the reliability of all of the substantiating cost information provided and its relevance to the Offeror's cost/price analysis. Providing substantiating information, without demonstrating its relevance, may indicate that the Offeror lacks an understanding of the costs/prices involved in performing the RFP's requirements, which would indicate total evaluated cost/price confidence and/or performance risks.

**VOLUME III: Contractual**

The contract Volume shall be organized as:

The required content of each contract Volume Section is described below. The completion and submission to the Government of the items in Volume I will constitute the Offer. The Government's acceptance of the Offer will create a binding contract between the Government and the Offeror. The Offeror's failure or refusal to assent to any of the terms and conditions of this RFP or its imposition of additional conditions or any material omission in its Offer may constitute a deficiency which may make the Offer unacceptable to the Government.

a) Section A: Cover Letter

The Offeror's proposal shall include a cover letter on the Offeror's letterhead stationery and signed by an executive of the company who possesses authority to contractually bind the Offeror. Cover letter shall acknowledge receipt of all amendments (if any are issued) to the RFP. The submittal letter shall identify all enclosures being transmitted as part of the response to the RFP. The letter shall reference the RFP number and acknowledge that it transmits an offer in response to the RFP. It shall state:

- i) Commercial and Government Entity (CAGE) number, DUNs Number, address(es) of the location(s) at which the Offeror intends to perform the proposed effort,
- ii) State the name, address and telephone number of the cognizant DCAA/DCMA audit offices
- iii) A statement that the proposal is valid for 270 days after the RFP closing date.
- iv) Identification of all enclosures being transmitted as part of the proposal;
- v) The above listed information (items i-iv) shall also be provided for all proposed subcontractors.

b) Section B: Signed SF33 with completed Sections B through K

The Offeror's proposal shall provide a completed RFP to include completed and signed SF33 acknowledging all amendments and completed Sections B through K. The Offeror's proposal shall include any exceptions to the provisions of the Solicitation. The Offeror shall clearly state the exceptions and provide references to the applicable RFP page, paragraph or exhibit line item number. The Offeror shall provide a full explanation for all exceptions taken to the Solicitation. Any material exceptions to the RFP may render the proposal unacceptable and ineligible for award on initial proposals. If the Offeror takes no exceptions to the provisions of the Solicitation, the Offeror shall state "No exceptions."

c) Section C: Response to Provisions 252.227-7017 , Identification and Assertion of Use, Release, or Disclosure Restrictions 252.227-7028, Technical Data or Computer Software Previously Delivered to the Government and Pre-Award and Post-Award Identification and Assertion of Restrictions on Technical Data Pertaining to a Commercial Item and Commercial Computer Software

The Offeror shall submit intellectual property rights information pertaining to technical data or computer software to be delivered under a contract resulting from this Solicitation in accordance with DFARS 252.227-7017. Offeror shall acknowledge that the completed Section K representation concerning both noncommercial and commercial technical data and computer software will be incorporated into Section J of the Contract at award and will become a binding part of the Contract.

d) Section D: Systems and compliances

The Offeror shall provide documentation demonstrating that the Government has determined that the Offeror currently has an adequate Accounting System, Estimating System, Purchasing System and Disclosure Statement. Cover letters shall include the report number and date of the cognizant DCAA office's determination stating that the prime contractor's and subcontractor's accounting systems are adequate for the accumulation, reporting, and billing of costs under a cost reimbursement contract (attach a copy of the report). In the event that a subcontractor does not have an adequate accounting system, the prime contractor shall administer FAR compliant contracts (T&M or FFP) with their subcontractor and are responsible for determining the responsibility of their prospective subcontractors per FAR 9.104.

e) Section E: Organizational Conflict of Interest (OCI) Mitigation Plan(s)

The Offeror's attention is directed to FAR Subpart 9.5 relating to organizational conflicts of interest. It is the Government's intent to avoid, neutralize, or mitigate potential conflicts as early in the acquisition process as possible. The Offeror shall use FAR Subpart 9.5 in determining whether an OCI exists, and the

Offeror shall submit draft versions of any required OCI Mitigation Plans with its proposal, consistent with the guidance contained in FAR Subpart 9.5.

f) Section F: Small Business Subcontracting Plan

Offerors, unless otherwise exempt, due to being small business concern or a company performing the entire contract resulting from the Solicitation outside of any State, territory, or possession of the United States, the District of Columbia, and the Commonwealth of Puerto Rico, shall, in accordance with FAR 19.7 and FAR 52.219-9, shall submit a Small Business Subcontracting Plan, as part of Volume I. Failure to submit and negotiate a subcontracting plan acceptable to the Contracting Officer shall make the Offer ineligible for award of a contract. The Offeror shall utilize the Subcontracting Plan Review Checklist, Attachment 11. If the Offeror is a participant in the Department of Defense (DoD) Comprehensive Subcontracting Test Program specified in DFARS 219.7, the Offeror shall provide a copy of the approved comprehensive plan and describe how small business participation on this contract will contribute to its overall Comprehensive Subcontracting Plan goals. The description must provide the extent of small business participation for this procurement with percentage and dollar amounts for specific small business categories. Plans shall be in compliance with the Subcontracting Goals stated in Section L, Factor 4 of the Solicitation.

g) Section G: Financial Responsibility

To aid in the determination of contractor responsibility, the following information is required:

- i. Complete the Financial Responsibility DORA Form (Highlighted Sections Only), Attachment 12
- ii. Information regarding the general financial condition of your firm and specific plans for financing the proposed contract, including the latest available financial statements. If you are currently being audited, or have been audited by the Defense Contract Audit Agency (DCAA) within the past five years, provide the address, current telephone number, and current point of contact for the cognizant DCAA and the cognizant Defense Contract Management Area Office (DCMAO). Also include the latest approval date of your Disclosure Statement (not applicable to Small Businesses) and most recent audit status, i.e., when was the last one performed, what were the findings, etc.
- iii. A listing of previous and/or ongoing experience in related areas. Include the contracting activity, program or item produced, contract number, current point of contact, current telephone number, duration of contract, type of contract and total dollar amount of contract. Please ensure information provided is current and up-to-date. If the Offeror believes that the information provided under "Past Performance Information – FACTOR 2" adequately addresses the requirements of this provision, please so state here. Repetition of the same information is not necessary.
- iv. A summary of your:
  - 1) Accounting procedures and controls.
  - 2) Organization.
  - 3) Production control procedures.
  - 4) property control system
  - 5) quality assurance programs
  - 6) Equipment and facilities relative to this effort.
- v. If the Offeror proposes use of subcontractors, provide the following information:  
The proposed work (and corresponding amount of hours) to be accomplished by the subcontractor (by PWS section).
- h) Section H: Foreign Owned, Controlled or Influenced (FOCI) Subcontractors  
The proposed Offeror shall identify any and all potential foreign-owned subcontractors they intend to team with for the procurement in the following format:

Name of Subcontractor:
Country of Origin:
Date of executed Technical Assistance Agreement (TAA):

i) Section I: Non-US Vendor Compliances

References to DCMA, purchase estimating systems, Cost Accounting System (CAS) are specific terminology for US vendors. Non-US vendors are requested to rely on their own government pricing agencies and standards and are required to submit a detailed explanation of those standards, and how those costs standards are analogous to CAS standards. The explanation shall have sufficient detail to allow the Cost Team to conduct cost realism as described in Volume II.

(End of Summary of Changes)