

Innovation, Integration, and Information Support (3IS) III

RFP: FA2518-23-R-0007

Attachment 15: Section L - Instructions, Conditions & Notices to Offerors

L-1. **NOTICE:** The following solicitation provision pertinent to this section is hereby incorporated by reference:

A. FEDERAL ACQUISITION REGULATION (FAR) SOLICITATION PROVISIONS

52.215-1 INSTRUCTIONS TO OFFERORS--COMPETITIVE ACQUISITION ((ALTERNATE I (OCT 1997)

L-2. ELECTRONIC POSTING SYSTEMS

- A. All documents for this solicitation, including amendments and notices to offerors, will be posted on the Official U.S. Government Website at: <http://www.sam.gov/>
- B. For <http://www.sam.gov> search for the specific RFP number. Interested parties should check the site regularly for updates and amendments.

L-4. INFORMATION TO OFFERORS (ITO) and INSTRUCTIONS FOR PROPOSAL PREPARATION

1.0 GENERAL INFORMATION TO OFFERORS.

Offerors must follow the instructions contained herein. Offerors are required to meet all solicitation requirements, including terms and conditions, representations and certifications, and technical requirements, in addition to those identified as evaluation factors or subfactors. Failure to meet a requirement may result in an offer being ineligible for award. In accordance with FAR 52.215-1(f)(4), the Government intends to award the contract without discussions (except clarifications as described in FAR 15.306(a)) but reserves the right to conduct discussions if necessary.

The acquisition will be conducted using a two-phased approach. The Government will request separate proposals for each phase.

The offerors' proposals shall consist of the following:

Proposal 1:

Phase I, Volume I, Technical Qualification Gate

Proposal 2:

Phase II, Volume II, Executive Summary

Phase II, Volume III, Factor 1: Technical & Factor 2: Transition In

Phase II, Volume IV, Factor 3: Cost/Price

Phase II, Volume V, Contract Documentation

All volumes of both Proposals shall be submitted to the Government by the date provided in section 3.1. Proposals shall be delivered **only in electronic form.**

Offerors who do not pass Phase I's gate criteria will not advance to Phase II evaluation; and therefore, the Phase II (Technical and Cost/Price) proposal will not be evaluated and the Offeror will not be eligible for award.

Offers will be evaluated using the factors and subfactors in Attachment 16, Section M, Evaluation Factors for Award.

Phase I proposal will be evaluated as "pass" or "fail."

For the Phase II proposal, the Government reserves the right to use the Technical/Price Tradeoff (TPT) approach. IAW FAR 15.101-1(a), a tradeoff process is appropriate when it may be in the best interest of the Government to consider award to other than the lowest priced offeror or other than the highest technically rated offeror. Technical proposals will be evaluated and assigned combined technical/risk ratings, which reflect the extent to which the proposal meets the Government's specified performance and capability requirements, considering any significant strengths, strengths, significant weaknesses, weaknesses, uncertainties, and deficiencies associated with the proposed approach. The Government may award to a higher-priced offeror if it is determined by the SSA that the superior technical approach outweighs the price difference and may award to a lower-priced offeror if it is determined by the SSA that a superior technical approach does not outweigh the price difference.

All strengths and significant strengths from the winning offeror's technical approach will be incorporated into the contract as an attachment in Section J and will become part of the contract requirements. In addition to incorporating all strengths, the Government reserves the right to incorporate any, some, none, or all aspects of the winning offeror's technical approach into the contract, in its sole and absolute discretion.

- 1.1 Offeror Eligibility.** Participation in this acquisition is limited to small business 8(a) offerors under NAICS code 541715, Research and Development in the Physical, Engineering, and Life Sciences (except Biotechnology), with a 1000 employee size standard IAW FAR Part 19.
- 1.2 Pre-Award Survey.** To assist in the determination of contractor responsibility as defined in FAR 9.1, a pre-award survey may be accomplished. If requested by the Government, the offeror shall be required to participate in a pre-award survey for the purpose of determining its financial and technical ability to perform. Refusal to participate in a pre-award survey and failure to provide all requested information may be cause for rejection of the offer.
- 1.3 Point Of Contact (POC).** Upon release of the RFP, the POCs for this acquisition are the Procuring Contracting Officer (PCO), Ms. Christina Ming, and Mr. Arami Holmes. Address any questions or concerns to the PCO, Ms. Ming and Mr. Holmes, by email at: christina.ming.2@spaceforce.mil, amari.holmes.2@spaceforce.mil.

- 1.4 **Site Visit.** The Government does not anticipate conducting a Site Visit for this requirement.
- 1.5 **Discrepancies and Ambiguities.** If an offeror believes that the requirements in these instructions contain an error, omission, or are otherwise unsound, the offeror shall immediately notify the PCO in writing with supporting rationale not later than 15 calendar days after the Request for Proposal (RFP) release. Also, the offeror shall give written notification to the PCO of ambiguities in the solicitation, including the IDIQ Work Statement and Task Order PWS, not later than 15 calendar days after Final RFP release.
- 1.6 **Revisions and Amendments.** The Government reserves the right to revise or amend the specifications or the solicitation prior to the time specified for receipt of proposals. Such revisions or amendments will be communicated by formal amendment (Standard Form 30) to this RFP. If such amendments require material changes in quantities or costs, the receipt of proposals date may be postponed by enough days to enable offerors to revise their proposals. In such cases, the amendment will include an announcement of the new receipt of proposals closing date and time.
- 1.7 **Pre-Performance Conference.** A pre-performance conference will be coordinated by the PCO with the successful Offeror prior to the commencement of any work under the contract that will be awarded as a result of this solicitation and offer. The Offeror or his duly authorized representative is required to attend the pre-performance conference.
- 1.8 **Technical Reference Library.** The Technical Bidder's Library will include Workload Data, PWS Attachments/Exhibits, Equipment Lists, Inventories, Record and Baseline Conditions, Directive, Publications (excluding publications available via Public Access Sites), Other Guidance and Reference Documentation (excluding available via Public Access Sites.)
 - 1.8.1 None of the regulations, manuals, or other publications referenced in the Request for Proposal (RFP) will be issued with the solicitation.
 - 1.8.2 Unclassified documents will be available on Contract Opportunities at <http://www.sam.gov/>. Potential offerors are encouraged to subscribe to SAM.gov for real-time e-mail notifications when information is posted to the website for this solicitation.
- 1.9 **Initial Proposals.** Offerors shall submit initial proposals with their most favorable terms, from both a technical and price standpoint. The Government reserves the right to award this effort based on the initial proposal, as received, without discussions.

- 1.10 Competitive Range Determination.** In Phase II and IAW FAR 15.306(c)(2), the Contracting Officer may limit the number of proposals in the competitive range to the greatest number that will permit an efficient competition among the most highly rated proposals.
- 1.11 Debriefings.** Offerors desiring a debriefing must make their request IAW the requirements of FAR 15.505 or 15.506, as applicable. If an Offeror is eliminated during the competitive range determination, that Offeror may elect to wait until post award to receive the debriefing; however, each Offeror may only receive a total of one debriefing.
- 1.12 Discussions.** In accordance with FAR 52.215-1(f)(4), the Government intends to award without discussions but reserves the right to conduct discussions if determined in the Government's best interest. Accordingly, each Offeror is advised to submit initial proposals that fully and clearly meet or exceed requirements without additional information or explanation and contain each Offeror's best terms from a technical and price standpoint.
- 1.13 Final Proposal Revisions (FPR).** Once discussions (if conducted) have been concluded with each Offeror in the competitive range, the PCO will request that each Offeror remaining in the competitive range provide a FPR of the Phase II proposal. The PCO will provide further guidance and a common due date and time for submission of the FPR if required.
- 1.14 Questions Concerning the Solicitation.** All questions concerning this RFP must be submitted in writing not later than 2:00 pm (MDT) on 30 Jan 2023. Submit questions via email to the PCOs, Ms. Christina Ming and Mr. Arami Holmes at christina.ming.2@spaceforce.mil, amari.holmes.2@spaceforce.mil.

2.0 PROPOSAL PREPARATION INSTRUCTION

2.1 General Instructions and Information.

- 2.1.1 Description of Section L.** Section L of this solicitation is the instructions, conditions, and notices to Offerors for the source selection. This section is written in accordance with FAR Part 15, "Contracting by Negotiation" and AFFARS Mandatory Procedures 5315.3, "Source Selection", and DoD Source Selection Procedures dated 20 Aug 2022.
- 2.1.2 Compliance with Instructions.** The Offeror's proposal must include all data and information requested by this Instruction to Offerors (ITO) and must be submitted in accordance with these instructions. This includes both Phase I and Phase II proposals. The Offeror's proposal shall be compliant with the requirements as stated in the PWS, Contract Data Requirements List (CDRL), and with all the requirements contained in the solicitation. Any offeror who submits an incomplete package may be considered non-compliant and ineligible for award. Non-compliance with these

instructions to include Phase I and Phase II, may result in determination of non-compliant of the proposal, exclusion from the competitive range or an otherwise unfavorable proposal evaluation.

- 2.1.3 Compliance by Subcontractor/Teaming Partner.** It is the Prime offeror's responsibility to ensure any subcontractor's/teaming partner's proposals follow the format contained in this section. Please include the Prime offeror's identification data on all subcontractor proposal submissions.
- 2.1.4 Non-compliance.** Non-conformance with the instructions provided in the solicitation may result in a determination that the proposal is non-compliant, which may mean exclusion from the competitive range or an otherwise unfavorable proposal evaluation.
- 2.1.5 Proposal Clarity.** The proposal shall be clear, concise, and shall include sufficient detail for effective evaluation and validation of stated claims. The proposal should not simply rephrase or restate the Government's requirements, but rather shall provide convincing rationale to address how the offeror intends to meet these requirements. The absence of such convincing rationale will adversely influence evaluation of the proposal. Offerors shall assume that the Government has no prior knowledge of their facilities and experience, and will base its evaluation on the information presented in the offeror's proposal.
- 2.1.6** Proposals shall not contain classified information.
- 2.1.7** Alternate proposals will not be accepted.
- 2.1.8 Records Retainment.** In accordance with FAR Subpart 4.8 (Government Contract Files), the Government will retain one copy of all unsuccessful proposals.
- 2.1.9 Acceptance Period.** The proposal acceptance period is specified in Block 12, Section A of the solicitation (SF33). The Offeror shall make a clear statement in Section A of the proposal documentation volume that the proposal is valid for a period of not less than **365 calendar days** from receipt, and by signing the SF33, the offeror agrees to that period.
- 2.2 Organization and Format of Proposal.** This section provides general guidance for preparing proposals as well as specific instructions on the format and content of the proposal. Each volume shall be complete in itself. The proposal should include all of the information requested in the subparagraphs. Failure to do so may adversely affect the evaluation. A proposal that is sufficiently documented in a complete, orderly, and specific detailed manner will enable the Government to perform a thorough and fair evaluation.

 - 2.2.1** Offerors' proposals shall consist of: Phase I, Volume I (Technical Qualification Gate) and Phase II, Volume II, III, IV, & V (Technical and Cost Evaluation Criteria). Offeror

must ensure that **Phase I, Volume I does not contain any Cost/Pricing information** related to Phase II or Phase II, Volume III, Technical for this acquisition. The titles and contents of the volumes should be as defined in this document, all of which shall be within the required page limits as specified in the table below. If the page count is exceeded, the excess pages will not be read or considered in the evaluation of the proposal.

Table 1 - Proposal Organization

PHASE	VOLUME	TITLE	PAGE LIMIT
<u>Phase I</u>	I	<u>Technical Qualification Gate</u>	36
<u>Phase II</u>	II	<u>Executive Summary</u>	5
		Attachment E1: Cross Reference Matrix	Unlimited
	III	<u>Factor 1: Technical</u>	
		Subfactor 1: Information Technology	10
		Subfactor 2: Wargaming	10
		Subfactor 3: 392d Combat Training Squadron (392 CTS)	10
		Subfactor 4: Test and Evaluation	10
		Attachment T1: Staff Matrix for Information Technology	Unlimited
		Attachment T2: Staffing Matrix for Wargaming	Unlimited
		Attachment T3: Staffing Matrix for 392 CTS	Unlimited
		Attachment T4: Staffing Matrix for Test and Evaluation	Unlimited
		<u>Factor 2: Transition in Plan</u>	
		Attachment T5: Transition In	10
	IV	<u>Factor 3: Cost/Price</u>	Unlimited
		Attachment C1: Basis of Estimates	Unlimited
		Attachment C2: Cost/Price Workbook	Unlimited
	V	Attachment C3: Professional Employee Compensation Plan	Unlimited
<u>Contract Documentation</u>		Unlimited	
	See paragraph 8.0 below.	Unlimited	

* The page limitation does not include Table of Contents and Glossaries.

- 2.2.2. Pages.** A page is defined as each face of an 8.5 x11-inch sheet of paper containing information. All material must be contained within the page limit identified. Excess pages will not be evaluated.
- 2.2.3. Text.** All type size, including charts and tables, will not be smaller than Microsoft Word 11 point font, normal proportional spacing. Text may be single-spaced.
- 2.2.4. Table of Contents and Glossary.** Each volume shall contain a table of contents. Table contents shall be used to identify sections. Each volume shall contain a glossary of all abbreviations and acronyms used, with a definition for each. Use of abbreviations and acronyms should be limited. Table of Contents and Glossaries do not count against the page limitations for their respective volumes.
- 2.2.5. Labeling.** All files must be clearly labeled as indicated below in Table 1, Proposal Organization. Each Volume must be submitted as a separate file, with the appropriate Title (see naming convention Section 3.3 below), in accordance with Table 1.
- 2.2.6. Change pages after initial proposal submission.** If the offeror submits proposal revisions, during or after discussions, any changed pages that are submitted shall have changed information clearly marked by a vertical line in the right margin of the page identifying the changed content. The date of the revision and revision number shall be reflected on each changed page (preferably on, or next to, the vertical change line). Make spreadsheet revisions obvious by highlighting cells that changed. All proposal revisions shall be resubmitted in their entirety, with the changes clearly identified in the manner described above (that is, it will not be acceptable to submit *only* the updates).
- 2.2.7. Evaluation Notices (ENs) and Final Proposal Revisions (FPRs).** If Evaluation Notices (ENs) are provided to an Offeror during discussions, further instruction will be provided at that time. Once discussions, if required, are concluded, the CO will request the Offeror to submit a FPR and provide additional further instructions.
- 2.3. Electronic Submittal.**
- 2.3.1. Electronic Copies. Only electronic proposals will be accepted. Hard copies will not be accepted.** The electronic (softcopy) proposal shall be Microsoft Office 365 (MS) compatible. The proposal will be submitted via **DoD SAFE** (<https://safe.apps.mil>) to the PCOs, Ms. Christina Ming and Mr. Arami Holmes. Offerors are responsible to ensure delivery of their electronic documents via **DoD Safe**. All files must be clearly labeled as indicated below in Para 3.3. Each Volume must be submitted as a separate file, with the appropriate Title (see “Proposal Labeling” naming convention Para 3.3 below), with a Word/Excel version. Offerors are advised to perform a computer virus check prior to submission.

- 2.3.2. Each volume shall be written on a stand-alone basis so that its content may be evaluated with a minimum of cross referencing to other volumes of the proposal. Information required for proposal evaluation which is not found in its designated volume will be assumed to have been omitted from the proposal. If files contain links, the links shall be maintained in the original proposal and all revisions.
- 2.3.3. **Cost/Price and Contract Document Volumes. All cost or pricing information shall be addressed only in the Cost/Price and Contract Document volume.** All price table and spreadsheets shall be provided in MS Excel® 365 and include all formulas and clarifying notes used to calculate the price reflected in the spreadsheets. Further, these spreadsheets should not be locked down nor should they include any pivot tables in them.

3.0 RECEIPT OF PROPOSALS.

- 3.1 **Proposal Delivery.** The Government requests two separate proposals for Phase I and Phase II to be delivered on the same date/time and no later than **1400 Mountain Time on the 24 Feb 2023**. Electronic Copies of the Offerors' proposals shall be delivered to the PCO below via **DoD SAFE**. Failure to submit proposals at the date/time listed below will be determined unresponsive and therefore the Government will not consider that proposal. The Government will only accept proposals from the prime contractor or Joint Venture.
- 3.2 **Confirmation of Receipt.** Offerors are responsible for ensuring the delivery of their electronic documents.
- 3.3 **Proposal Labeling.** Submission description through **DoD Safe** will clearly state the Solicitation number, Company Name and Point of Contact. All files sent through the DoD Safe shall naming convention (abbreviations are acceptable) listed below. Failure to follow this naming convention may result in your proposal deemed non-compliant and ineligible for award.

Company Name_Phase #_Vol#_Vol Title

Example: ABC LLC_Phase I_Vol1_Factor

4.0 PROPOSAL INSTRUCTIONS FOR PHASE I, VOLUME I, TECHNICAL QUALIFICATION GATE.

4.1 General Information for Phase I.

Phase I proposals will be evaluated on a pass/fail basis, as described in Section M, paragraph M-3, 3.0. **Offerors must pass Phase I in order for the Government to evaluate the Offerors' Phase II proposal.** To pass, an Offeror must provide examples of their experience* that demonstrates their ability to support each of the 12 elements listed below (4.3 - 4.6). **Offeror needs to provide at least one example but no more than three examples to meet all aspects (sub-elements) of each element.** Failure to provide at least one example of experience to show their

ability to support each element, will receive a rating of fail and be excluded from the competition.

(NOTE: Experience means the experience of the prime, Joint Venture, affiliate company, sister company, divisions, and teammates/subcontractors who will be working on this effort.)

4.1.1 Instructions on Submission of Examples.

Each example of prior experience must be from a task order/contract that is ongoing or completed within the past 3 years from the date of this solicitation is issued.

Each example of prior experience must be from the **prime, Joint Venture, affiliate company, sister company, divisions, subsidiary, and/or teammates/subcontractors** that they were the prime or subcontractor.

Multiple task orders within an IDIQ shall not be referenced as one example. A task order represents one example of prior experience. A collection of task orders, if submitted as one example, will not be evaluated.

The offeror shall include the following information for each example:

The name and contact information of at least one, no more than three, references that can substantiate the experience.

Task Order/Contract Number. Only one task order/contract per example; Agency the contract was performed for:

Task Order/Contract Period of Performance (effective date and expiration date);

Task/Order Contract value;

Task Order/Contract Type.

Explain how the submission meets one or more than one of the 12 elements listed below to include the sub-elements (list of all aspects included in each element).

4.1.2 Phase I, Volume I, Technical Qualification Gate Organization

- Cover Sheet
- Volume Table of Contents (including List of Figures, Tables, Charts & Graphs, etc.)
- Section 1 - Information Technology
- Section 2 - Wargaming
- Section 3 - 392d Combat Training Squadron (392 CTS)
- Section 4 - Test and Evaluation
- Glossary of Abbreviations & Acronyms

- 4.2 **Coversheet for Phase I, Volume I, Technical Qualification Organization.** A cover sheet shall be included in this volume. This cover sheet shall not be counted against the page limitations of the volume. The cover sheet will include at minimum the prime company/division's street address, county code, and facility code; Commercial and Government Entity (CAGE) code; Unique Entity Identifier (UEI) code; size of business (large or small). If Joint Venture, then the Joint Venture name and the companies included in this joint venture. Also include the authorized offeror personnel's name, title, and telephone number.
- 4.3 **Information Technology.**
 - 4.3.1 Element 1. Demonstrate your experience providing information technology levels I, II, and III maintenance (to include troubleshooting, technical solutions and installation) on Unclassified, Secret, and Top Secret (TS)/Sensitive Compartmented Information (SCI)/Special Access Program (SAP) networks, systems, and VTCs at local and off-site locations (CONUS and OCONUS)."
 - 4.3.2 Element 2. Demonstrate your experience developing staffing and implementing Assessment and Authorization packages at Unclassified, Secret, and TS/SCI level.
 - 4.3.3 Element 3. Demonstrate experience supporting to support Information Technology Equipment Custodian, Communication Security, and Cable Management tasks.
- 4.4 **Wargaming.**
 - 4.4.1 Element 4. Demonstrate your experience planning, managing, executing, and assessing wargaming at strategic and operational levels within the scope of Coalition and DoD planning guidance, to identify critical outcomes aligned to developed objectives within the space and cyber domain.
 - 4.4.2 Element 5. Demonstrate your experience in cultivating, coordinating, and managing partnerships within a coalition and/or whole-of-government environment (DoD, Civil Commercial, Allied, etc.) in support of common goals to meet objectives within a wargaming environment.
 - 4.4.3 Element 6. Demonstrate your experience planning and executing small (under 100 participants), medium (under 250 participants) and large (over 250 participants) events with appropriate administrative, protocol, audio visual, and IT support.
- 4.5 **392 CTS.**
 - 4.5.1 Element 7. Demonstrate your experience planning and delivering modeling and simulation (M&S) capabilities using Command, Control, Computer and Communications (C4I) equipment and networks, to train joint warfighters on space tactics and to prepare space warfighters for the integration of joint operating concepts during day-to-day operations.

- 4.5.2 Element 8. Demonstrate your experience designing, developing, planning, executing and assessing service-level exercises, providing support to Combatant Commander (COCOM) exercises and coordinating with external agencies/stakeholders.
- 4.5.3 Element 9. Demonstrate your experience supporting Advanced Training (AT) events. Please identify the functional areas you have supported for example: Space Domain Awareness (SDA), Space Electronic Warfare (SEW), Missile Warning, Command and Control (C2), Cyber/Space Control Network (SCN), Intel Support, Satellite Communications (SATCOM), Positioning Navigation Timing (PNT), and Orbital Warfare (OW).

4.6 Test and Evaluation

- 4.6.1 Element 10. Demonstrate your experience planning, executing, analyzing and reporting on DoD systems for DOT&E oversight operational tests (OTs), modernization and sustainment OTs, developmental tests (DTs) and integrated tests.
- 4.6.2 Element 11. Demonstrate your experience planning, executing, analyzing and reporting on Weapon System Evaluation Program (WSEP) assessments and tactics validations.
- 4.6.3 Element 12. Demonstrate your experience developing and accrediting modeling and simulation tools to support the planning, execution, analysis, and reporting on DoD systems across the full spectrum of operational and developmental testing.

Only Offerors who are rated as “pass” for Phase I will have their Phase II proposals evaluated.

5.0 PROPOSAL INSTRUCTION FOR PHASE II, TECHNICAL & COST/PRICE EVALUATION

5.1 General Information for Phase II

Phase II proposals will consist of three (3) Factors.

Factor 1, Technical
Factor 2, Transition In
Factor 3, Cost/Price

All non-cost/price factors to include Factor 1, Technical, and Factor 2, Transition in, are significantly more important than Factor 3, Cost/Price. Factor 2 will be rated at the factor level and will be assigned a rating of acceptable or unacceptable and will not be part of any tradeoff analysis.

Factor 1 will be evaluated at the subfactor level. All subfactors under Factor 1 are of equal importance and each will be assigned a combined technical/risk rating IAW DoD Source Selection Procedures dated 20 Aug 2022. Each of the Factor 1 sub-factors are equal in importance to Factor 2. Each of Factor 1 sub-factors are significantly more important than Factor 3, Cost/Price, and can be traded off for Factor 3, Cost/Price. These Technical Subfactors are as follows:

- Subfactor 1, Information Technology
- Subfactor 2, Wargaming
- Subfactor 3, 392d Combat Training Squadron
- Subfactor 4, Test and Evaluation

6.0 VOLUME II, EXECUTIVE SUMMARY.

The purpose of the Executive Summary Volume is to provide an overview of the material that constitutes the Offeror’s proposal. The Executive Summary Volume is provided for informational purposes only and is not evaluated or scored. Any summary material presented in the Executive Summary Volume shall not be considered as meeting the requirements for any portions of other volumes of the proposal. Do not include cost/price information in this volume. A cover sheet shall be included in this volume. This cover sheet shall not be counted against the page limitations of the volume. The Executive Summary shall not exceed the page limit address above under Paragraph L-4, 2.2.1, Table 1. The Executive Summary Volume shall include the following sections:

- 6.1.1 Offeror’s Proposed Team.** The Offeror shall concisely identify the Offeror’s team including the prime (or Joint Venture) and subcontractors, a brief description of the team, and each team member’s major area of responsibility. The Offeror shall describe the relationships, roles, and responsibilities of the participants.
- 6.1.2 Organization and Management.** The Offeror shall describe its organization, management, roles, and responsibilities. The Offeror shall indicate agreements that have been executed (e.g., Joint Venture, subcontracts, interdivisional effort, partnering agreements) to allow work to begin at contract award. The Offeror shall provide an organizational chart that shows prime (or Joint Venture), subcontractors, and interdivisional transfers, and which includes key positions for responsibility and authority to respond to performance concerns and to affect change. The Offeror shall provide another organizational chart that depicts how the Offeror’s program fits within the company, and includes titles, division names and locations.
- 6.1.3 Cross Reference Matrix (Attachment E1).** As part of the offerors’ proposals, a separate cross-reference matrix shall be completed and submitted with the Technical and Cost/Price Volumes in which reflects only Technical and Cost/Price Volumes. All referenced paragraphs include all subsequent subparagraphs (for example, 5.0 includes 5.1, 5.2, 5.2.1, etc.). Offerors shall fill in the columns related to their proposal. This is only a tool to assist in the proposal preparation process. Offerors are ultimately responsible for ensuring that their proposal fully addresses all areas and that all requested information is completed in accordance with Sections L and M of this solicitation. Offerors shall complete the last column of this matrix with paragraph number references from the Technical Volume. Offerors may provide additional references to the other columns as deemed necessary. See below Table example format:

Table 4: CROSS REFERENCE MATRIX EXAMPLE

Technical Factor 1 - Subfactor	Section L	Section M	Technical Proposal Paragraph(s)
SF1 Security	L5 - D.1.c	M-3 1.a	

SF 2 Scenarios	L5 - D.1.d	M-3 1.b	
Cost/Price Factor 3 -	Section L	Section M	Technical Proposal Paragraphs(s)
	L5 - D.3	M-3.3	

7.0 VOLUME III, FACTOR 1: TECHNICAL & FACTOR 2: TRANSITION IN

In this volume, the Offeror shall describe their proposed approach for meeting the solicitation requirements specified under Factor 1 and Factor 2. This volume should be specific and complete. Legibility, clarity, and coherence are very important. Responses will be evaluated against the four (4) Technical Subfactors under Factor 1 and Transition In, Factor 2, as defined in Attachment 16, Section M-3, Paragraph 4.3. Using the instructions provided below, provide as specifically as possible the actual methodology for accomplishing/satisfying the (4) Technical Subfactor and Factor 2, Transition in, requirements.

7.1.1 Combined Technical/Risk Rating for Factor 1 at (4) Technical Subfactors. The purpose is to assess whether the Offeror’s proposal will meet the Government’s requirements related to the evaluation criteria as described in Attachment 16, Section M, Paragraph M-3, 4.3. There are many aspects which may affect an Offeror’s ability to meet the solicitation requirements. The technical/risk rating reflects whether or not the Offeror’s proposal meets the Government’s requirements with an adequate approach and understanding, and a risk of unsuccessful performance of no worse than moderate.

7.1.2 Acceptable / Unacceptable for Factor 2, Transition In. The purpose is to assess whether the Offeror’s proposal will meet the Government’s minimum requirements related to the evaluation criteria to Factor 2, Transition In. There are many aspects which may affect an Offeror’s ability to meet the solicitation requirements. The technical approach rating reflects whether the Offeror’s proposal does or does not indicate an adequate approach and understanding of 3IS III Transition In focus areas.

7.1.3 Format and Specific Content. By submitting a proposal, the Offeror is representing that it will perform all the requirements specified in the solicitation. Do not reiterate the objectives or reformulate the requirements specified in the solicitation. Using the instructions outlined below, provide the actual methodology that would be used for satisfying the subfactor requirements. The Offeror’s proposed solution shall reflect the proposed work with cross references to the PWS and/or CDRLs as applicable. Careful consideration should be made to thoroughly address all the information requested in each of the subfactors listed.

7.1.4 Technical Volume Organization

The Technical Volume shall be organized according to the following general outline:

- Cover Sheet
- Table of Contents, Glossary
- Section 1 - Factor 1: Technical
 - Subsection 1.1 - Subfactor 1: Information Technology

- Subsection 1.2 - Subfactor 2: Wargaming
- Subsection 1.3 - Subfactor 3: Combat Training Support
- Subsection 1.4 - Subfactor 4: Test and Evaluation
- Factor 2: Transition In
- Attachments to Technical Volume
 - Attachment T1: Staffing Matrix for Information Technology
 - Attachment T2: Staffing Matrix for Wargaming
 - Attachment T3: Staffing Matrix for 392d Combat Training Squadron
 - Attachment T4: Staffing Matrix for Test & Evaluation
 - Attachment T5: Transition In Plan

7.1.5 Coversheet for Volume III, Technical. A cover sheet shall be included in this volume. This cover sheet shall not be counted against the page limitations of the volume. The cover sheet will include at minimum the prime company/division's street address, county code, and facility code; Commercial and Government Entity (CAGE) code; Unique Entity Identifier (UEI) code; size of business (large or small). If Joint Venture, then the Joint Venture name and the companies included in this joint venture. Also include the authorized offeror personnel's name, title, and telephone number.

7.1.6 Technical Subfactor Sections. The Technical Factor (1) is divided into four subfactors. Each subfactor will be evaluated and assigned with a combined technical/risk rating based on the information requested in this section and IAW Section M-3, 4.3. Provide a narrative on the staffing matrix for each of subfactor, as well as your approach to support the specific key areas.

7.1.7 SUBFACTOR 1: Information Technology

7.1.7.1 Provide the proposed workforce composition, showing labor category and associated number of hours to meet or exceed the requirements listed under Information Technology (IT) Core PWS for a 12-month (See Attachment 7 for IT CORE PWS) period of performance. Using the Staffing Matrix format include labor category descriptions, education, professional qualifications, licenses, training, certifications, and security clearance necessary to meet or exceed the requirements listed in the IT CORE PWS, Attachment 7. Identifying any areas of cross functional support to meet or exceed this requirement. Use the Staffing Matrix format provide under Attachment 11. Offeror format is acceptable as long as it includes all information requested in the Staffing Matrix and meets Section L formatting criteria.

- a. Include whether the position is under the Prime / Joint Venture or subcontractor
- b. Shift and schedule information (to include days off) for each position
- c. Shift details to include start and end times
- d. Fully define a complete shift rotation

7.1.7.2 Provide an approach to engineer, develop, operate, administer, support and maintain information systems and network support for internal and external communications at an Unclassified, Secret, and TS/SCI classification level.

7.1.8 SUBFACTOR 2: Wargaming

7.1.8.1 Provide the proposed workforce composition, showing labor category and associated number of hours to meet or exceed the requirements listed under Wargaming PWS for a 12-month (See Attachment 8 for Wargaming PWS). Using the Staffing Matrix format include labor category descriptions, education, professional qualifications, licenses, training, certifications, and security clearance necessary to meet or exceed the requirements listed in the Wargaming PWS, Attachment 8. Identifying any areas of cross functional support to meet or exceed this requirement. Use the Staffing Matrix format provide under Attachment 11. Offeror format is acceptable as long as it includes all information requested in the Staffing Matrix and meets Section L formatting criteria.

- a. Include whether the position is under the Prime / Joint Venture or subcontractor
- b. Shift and schedule information (to include days off) for each position
- c. Shift details to include start and end times
- d. Fully define a complete shift rotation

7.1.8.2 Provide an approach to prepare, plan, and execute a scenario-driven, all-domain wargame within a DoD framework involving Blue (DoD; Commercial, Civil, and international partners; whole-of-government agencies; etc.) and Red (representative of an active and challenging adversary) participation. Address possible objectives, logistics concerns, preparatory actions, planning events, recommended methods of Capstone execution, expected learning outcomes, and follow-on actions.

7.1.9 SUBFACTOR 3: 392d Combat Training Squadron (392 CTS), Task Order 0002

7.1.9.1 Provide the proposed workforce composition, showing labor category and associated number of hours to meet or exceed the 392 CTS PWS requirements for a 12-month base period, plus, four one-year options. Using the Staffing Matrix format include labor category descriptions, education, professional qualifications, licenses, training, certifications, and security clearance necessary to meet or exceeds the Combat Training PWS requirements (See Attachment 9 for 392 CTS PWS). Identifying any areas of cross functional support to meet or exceeds the Combat Training PWS requirements. Use the Staffing Matrix format provide under Attachment 11. Offeror format is acceptable as long as it includes all information requested in the Staffing Matrix and meets Section L formatting criteria.

- a. Include whether the position is under the Prime / Joint Venture or subcontractor
- b. Shift and schedule information (to include days off) for each position
- c. Shift details to include start and end times
- d. Fully define a complete shift rotation

7.1.9.2 Provide an approach to operate existing and future Modeling & Simulation (M&S) systems.

7.1.9.3 Provide an approach to plan, develop, and test the interface to other Distributed Mission Operations (DMO) domains.

7.1.9.4 Provide cradle-to-grave exercise support (design, develop, plan, execute, and assess) for exercises across all security classifications to include but not limited to Special Access Program/Special Access Required (SAP/SAR) Advanced Program.

7.1.10 SUBFACTOR 4: Test and Evaluation

7.1.10.1 Provide the proposed workforce composition, showing labor category and associated number of hours to meet or exceed the PWS to Test & Evaluate the Space Based Missile Warning (SBMW) Oversight Program for a 12-month base period. Using the staffing matrix format include labor category descriptions, education, professional qualifications, licenses, training, certifications, and security clearance necessary to meet or exceed these PWS requirements (See Attachment 10, Test & Evaluate SBMW Program PWS). Identifying any areas of cross functional support to meet or exceed these PWS requirements. Use the Staffing Matrix format provide under

Attachment 11. Offeror format is acceptable as long as it includes all information requested in the Staffing Matrix and meets Section L formatting criteria.

- a. Include whether the position is under the Prime / Joint Venture or subcontractor.
- b. Shift and schedule information (to include days off) for each position
- c. Shift details to include start and end times
- d. Fully define a complete shift rotation

7.1.10.2 Provide a narrative describing your approach to support integrated testing requirements of the SBMW Oversight Program through the life of the testing effort to include planning, execution, analysis, reporting, and closeout.

7.2 FACTOR 2 - Task Order 0001, TRANSITION IN (acceptable/unacceptable). Factor 2 will be evaluated at the Factor level and will be rated as acceptable or unacceptable. Provide an approach for a seamless transition in, to ensure all personnel can begin and perform all PWS requirements on the IDIQ on day-one of contract performance. Include:

7.2.1.1 The process for on-boarding cleared personnel which contains of the following focus areas:

- Identifying new staff and on-boarding process/timeline
- Capture and transition incumbent staff
- Initiate background checks as needed and complete security paperwork
- Security clearance verification and transfer (if needed) or obtaining clearances to appropriate levels (JPAS/DISS clearance transfers)
- Coordinate Common Access Card issuance
- Coordinate Restricted Area Badge issuance
- Nominate and process SCI indoctrinations
- SCIF badge issuance

7.2.1.2 The process for ensuring all contract requirements, including ongoing Task Orders, continue seamlessly during the transition from the out-going contractor to the incoming contractor which contains the following focus areas:

- Executing DD254s
- Network account setup (Collateral to SAP/SAR)
- Ensuring personnel supporting missions requiring overseas travel have passports
- GFE Inventory/Reconciliation (ITEC)
- Ensuring production of all deliverables

8.0 VOLUME IV, FACTOR 3 - COST/PRICE.

8.1 General Information.

These instructions are to assist the offeror in the preparing and submitting data other than certified cost or pricing data required in accordance with FAR 15.403-3. The Government requires this data to evaluate the reasonableness, realism, and

balance of the offeror's proposed costs/prices. Compliance with these requirements is mandatory and failure to do so could result in the Government rejecting the offeror's proposal. The offeror should provide sufficient details to demonstrate the reasonableness, realism, and balance of its costs/prices. The burden of proof for credibility of proposed costs/prices rests with the offeror. Note that unrealistically low or high proposed costs or prices, initially or subsequently, may be grounds for the Government to eliminating a proposal from the competition either on the basis that the offeror does not understand the requirements or has submitted an unrealistic proposal. Additional reference 15.404-1(g), unbalanced pricing poses an unacceptable risk to the Government and may be a reason for the Government to reject the offeror's proposal.

- 8.1.1** Adequate price competition is anticipated; therefore, offerors are not required to submit certified cost or pricing data in accordance with FAR 15.403. In accordance with FAR 15.403-1(b) and 15.403-3(a), information other than cost or pricing data may be required to support cost/price reasonableness and realism. Information shall be provided in accordance with FAR 15.403-5. If, after receipt of proposals, the CO determines that there is insufficient information available to determine cost/price reasonableness and realism, and none of the exceptions in FAR 15.403-1 apply, the offeror shall be required to submit cost or pricing data.
- 8.1.2** **Total Evaluated Price (TEP).** For source selection evaluation purposes only, the Offeror will propose their calculated TEP which will be the summation of the total price for Task Order 0002 (392 CTS). This is described in more detailed below. Offeror will also propose a 30-day Transition In under Task Order 0001 (Transition In) but this is not part of TEP. The TEP will be used as the evaluated dollar value that will be provided to the SSA for the Cost/Price Factor, for the purpose of making a source selection tradeoff decision. **The TEP is calculated by the sum of all Contract Line Item Numbers (CLINS) costs and prices to include all options for TO 0002 and may include an adjustment to an Offeror's proposed CPFF CLINs to account for the GEMPC (see section below).**
- 8.1.3** **Reasonableness.** The Contracting Officer has determined there is a high probability of adequate price competition in this acquisition. Therefore, reasonableness will be determined based on competition. In the event adequate price competition does not emerge in response to this solicitation, and no other exceptions to the certified cost or pricing data applies, the CO may require certified cost or pricing data IAW 15.4. Note the Transition In, Task Order 0001 (Transition In), will be analyzed for reasonableness only.
- 8.1.4** **Unbalanced Price.** Offerors proposals will be evaluated with respect to unbalanced pricing for all proposed Task Orders with FFP and CPFF CLINs. Unbalanced pricing exists when, despite an acceptable Total Evaluated Price (TEP), the price of one or more CLINs is significantly overstated or understated as indicated by the application of price analysis techniques. An Offeror whose proposal is determined to be unbalanced may be determined may be determined unawardable and eliminated

from the competition if the lack of balance poses an unacceptable risk to the Government. [Reference FAR 15.404-1(g), “Unbalanced Pricing”]. Note the Transition In, Task Order 0001 (Transition In) will not be analyzed for unbalanced pricing.

- 8.1.5 Cost Realism Analysis.** A cost realism analysis will be conducted to determine whether the proposed costs are realistic for the work to be performed, reflects a clear understanding of the requirement, and are consistent with the various element of the offeror’s technical proposal. If an offeror’s cost/price proposal is determined to be too low for the work to be performed, then the Government may determine their proposal to be unrealistic to perform this requirement and may be determined unawardable and eliminated from the competition. Note Task Order 0001 (Transition In) will not be analyzed for realism.
- 8.1.6 Government Estimate of Most Probable Cost (GEMPC).** Based on the cost realism analysis, a GEMPC will be developed for each proposal. The Government will create the GEMPC using the offeror’s proposal and the Government’s evaluation of proposed approach, costs and rates. The GEMPC will adjust the Offeror’s proposed costs for the CPFF CLINs resulting from the cost realism analysis IAW FAR 15.404-1(d); the Government will use these costs, rather than the offeror’s proposed costs, for the purpose of evaluation to determine the best value. The adjustments the Government may identify during the cost realism analysis are independent of the Technical Rating and/or Technical Risk Rating.
- 8.2 General Instructions.**
- 8.2.1** The Offeror shall provide cost documentation and supporting rationale for all TOs and CLINs in the Solicitation. The offeror shall provide sufficient detail to **demonstrate proposed costs/prices are reasonable for the work required, reflect a clear understanding of the requirements and are consistent with the unique methods of performance and materials described in its proposal.** The offeror shall base its proposal on the Government Fiscal Year (GFY) which begins on 1 October and ends on 30 September.
- 8.2.2** The Offeror shall only include cost or pricing data in the Cost/Price Volume.
- 8.2.3 Rounding.** The Offerors shall round all dollar amounts to the nearest dollar, except for labor rates; the offeror shall round all labor rates to the nearest penny.
- 8.2.4 Estimating Techniques and Methods.** When responding to the Cost/Price Volume requirements, the offeror and associated subcontractors may use any generally accepted estimating technique, including contemporary estimating methods (such Cost-to-Cost and Cost-to-Non-Cost Estimating Relationships (CER), commercially available parametric cost models, in-house developed parametric cost models, etc.) to develop their estimates. The offeror shall only use estimating techniques and methods that are in accordance with their Cost Accounting Standards (CAS)

Disclosure Statements, if applicable. If necessary, the Offeror may use reasonable and supportable allocation techniques to spread hours and/or costs to the associated PWS paragraphs. The offeror shall identify all ground rules and assumptions used in developing the cost documentation. These assumptions shall include, at a minimum, any conditions, constraints and/or expectations upon which the offeror's cost/price proposal is based on.

- 8.2.5** Provide a summary description of the standard estimating system and methods used. This summary description shall cover separately each major cost element (e.g., Program Management Labor, Engineering Labor, Materials, Indirect Costs and Other Direct Costs, etc.). The offeror shall identify any deviations from these standard estimating procedures. The offeror shall also provide rationale to support cost realism and explain the methodology used to estimate the cost.
- 8.2.6** The PCO, IAW FAR 15.403-1(b) and 15.403-3(a)(1)(ii), requires the offeror to submit data other than certified cost or pricing data to support price reasonableness and the cost realism. Offerors shall provide this information IAW 15.403-5. If, after receipt of the proposal, the PCO determines there is insufficient information available to determine price reasonableness, and none of the exceptions apply under FAR 15.403-1, the PCO may require the offeror(s) to submit additional cost or pricing data.
- 8.2.7 Subcontractor/Interdivisional Transfer Cost Proposal.**
- 8.2.7.1** The proposal shall provide a list of anticipated subcontractors'/partners' total cost/price. Under FAR 15.404-3(b) the prime contractor or joint venture shall submit a price analysis for each of the first and the second-tier subcontractors. Provide the analysis that leads to the offeror's conclusion the subcontract cost/price is reasonable. Explain all adjustments made to the subcontract proposed cost/price. Subcontractors shall submit cost/price proposals with the same level of detail as the offeror and may submit cost/price proposals directly to the CO if the cost information is considered proprietary data. All required data must be received by the same date and time as the offeror's proposal.
- 8.2.7.2** If a subcontractor considers any portion of its cost information proprietary, it may submit that portion of the documentation under separate cover directly to the PCO or under seal in the offeror's proposal. The offeror shall ensure the Government receives all required subcontractor data by the proposal submission deadline. The offeror's proposal, however, shall uniquely identify major subcontractor, IDT and other subcontractor labor hours, material prices and total burdened costs. The offeror is responsible for the consistency of the cost data between its submission and the subcontractor/IDT submission(s).
- 8.2.7.3** The prime contractor shall provide a cost/price evaluation for all subcontractors/IDTs (per FAR 15.404-3(b) and 15.401, the prime contractor shall perform cost or price analyses on IDTs if such are transfers of commercial items -

cost or price analyses on IDTs are not required if such are transfers of non-commercial items). The evaluation must describe the evaluation rationale that leads to the offeror's conclusion that the subcontract price is realistic and reasonable. The offeror shall identify and explain any price adjustments made to the proposed prices of the major subcontractors/IDT submission(s), other subcontractors and vendors the offeror has included in its proposal. These price adjustments shall include discounting or expected decreases to be achieved in negotiations. The offeror shall include its indirect burden (e.g., G&A or handling burden) on all subcontract and vendor costs included in its proposal.

8.2.7.4 The prime shall ensure subcontractor(s) and interdivisional organizations deliver, by the date and time specified in Section L-4, Paragraph 2.2.1, copies of their unburdened / unsanitized cost/price proposals for Task Order 0002 (392 CTS) and Professional Employee Compensation Plan each proposal required to the PCO and the cognizant DCMA/CAO and DCAA offices.

8.3 Cost/Price Volume Organization

In the volume Table of Contents, the offeror shall specify by page number where each section of the volume is located. The offeror shall organize the Cost/Price volume according to the following general outline:

- Cover Sheet
- Volume Table of Contents (including List of Figures, Tables, Charts & Graphs, etc.)
- Section 1 - General Information
- Section 2 - Cost Proposal Summary
- Section 3 - Services/Subcontracts Summary
- Attachment C1 - Basis of Estimate (BOE)
- Attachment C2 - Cost/Price Workbook
- Attachment C3 - Professional Employee Compensation Plan
- Glossary of Abbreviations & Acronyms

8.3.1 **Coversheet for Volume IV, Cost/Price.** A cover sheet shall be included in this volume. This cover sheet shall not be counted against the page limitations of the volume. The cover sheet will include at minimum the prime company/division's street address, county code, and facility code; Commercial and Government Entity (CAGE) code; Unique Entity Identifier (UEI) code; size of business (large or small). If Joint Venture, then the Joint Venture name and the companies included in this joint venture. Also include the authorized offeror personnel's name, title, and telephone number.

8.3.2 **Section 1 - General Information**

The offeror shall prepare an introduction to the Cost/Price volume. The prime offeror/Joint Venture shall also provide summary descriptions of its estimating, purchasing and accounting systems or methods; and/or new policies including the offeror's estimating system and new policies have been reviewed and approved by the cognizant Administrative Contracting Officer (ACO) at Defense Contract

Management Agency (DCMA) and evidence of that approval. The prime offeror shall also include ACO at DCMA for their subcontractors, as well. Provide any current DCMA/ Defense Contract Audit Agency (DCAA) Letters and/or reports. If applicable, the offeror shall identify changes to approved/disclosed estimating, purchasing or accounting systems or its Cost Accounting Standards (CAS) Disclosure Statement. Offeror shall identify any assumptions and exceptions taken to the pricing requirements stated in this solicitation. Provide complete rationale for each assumption and exception. Do no cross reference to/from Volume IV, Contract Documentation. Annotate “none”, if no assumptions or exceptions apply.

8.3.2.1 Explanation of Estimating System Summary

The offeror shall explain the methodology used to estimate each cost/price element [e.g., Direct Labor, Direct Material, Indirect Costs, Other Direct Costs, Overhead, General and Administrative (G&A), etc.]. If a portion of the required information is not applicable for the particular cost/price element, please state why. Also identify any deviation from the offeror’s established/standard estimating procedures used in preparing this proposal.

8.3.2.2 Past Experience Based Estimates. Where cost/price estimates are based upon past experience, identify the past experience, explain how the past experience relates to the current effort, including similarities and differences, and how cost/price data available from the past experience were adapted to the current effort.

8.3.2.3 Purchasing System Summary. The prime offeror/Joint Venture shall provide a summary description of its purchasing system and / or methods (e.g., how it determines material requirements, how it selects sources, when it obtains firm quotes, what provisions it makes to ensure quantity and other discounts). The prime offeror shall also address their subcontractor(s) purchasing system and/or methods. State whether the offeror’s purchasing system has been reviewed and approved by the cognizant ACO at DCMA and if so, provide evidence of such approval, to include DCMA points of contact (name, email address, and phone number) for prime, subcontractors, and joint ventures. Provide any current DCMA/DCAA letters or reports. The offeror shall identify any deviations from their standard procedures in preparing this proposal. The offeror shall indicate whether it has Government approval of its system and provide evidence of such approval.

8.3.2.4 Accounting System Summary. The offeror shall identify whether offeror has Government approval of their accounting system and if so, provide evidence of such approval. The offeror shall identify any deviations from its standard procedures in preparing this proposal. An approved accounting system is required for contract award.

8.3.2.5 Subcontract Analysis. For each subcontract, the offeror shall explain how the subcontract effort relates to the overall effort. The offeror shall provide an analysis of the methodology used by the subcontractor to estimate cost and the results of reviews and evaluations of subcontract proposals. The offeror shall explain why the Government should consider the subcontract cost reasonable.

- 8.3.2.6 Cognizant DCAA Auditor Information.** The proposal shall provide name, email address and telephone number of the cognizant DCAA Auditor for the parent company (if applicable), and any large business part of the Joint Venture or for the offeror's subcontractors/partners.
- 8.3.2.7 Labor Hours.** If basing labor hour estimates on other than past experience, the offeror shall provide detailed rationale on how it estimated these hours. If using standards or CERs, the offeror shall identify and explain how they were derived and state whether they have been used on other programs. If using other than normal procedures to estimate labor hours, the offeror shall provide a detailed explanation.
- 8.3.2.8 Labor Skill Mix.** The offeror shall provide their proposed labor categories and skill mix. The offeror shall explain how it derived the proposed labor skill mix and how this skill mix compares to other similar efforts. The offeror shall explain why the cost element requires an average, higher than average or lower than average skill mix, as applicable. If the offeror's normal estimating system uses an organization-wide average for proposal purposes, so state.
- 8.3.3 Section 2 - Cost/Price Proposal Summary**
- 8.3.3.1 Cost Proposal Summary.** The offeror shall provide a summary of the cost proposal, including a summary of all CLINs.
- 8.3.3.2 Probable Subcontractors.** The offeror shall submit a listing of its probable proposed subcontractors, inter-divisional transfers, teaming partner(s) and or joint venture partner(s). The offeror shall identify the supplier and provide a description of the effort.
- 8.3.3.3 Ground Rules and Assumptions.** The offeror shall explain all the ground rules and assumptions used to develop the proposed prices.
- 8.3.3.4 Other Cost/Price Models.** The Cost/Price Workbook (IDIQ Contract, Section J, Attachment 12, Cost/Price Workbook) is the primary cost/price model for this solicitation. The offeror may submit additional electronic cost/price models as supporting documentation it considers to be essential to documenting or supporting its cost/price position. Any cost/price model the offeror submits must be consistent with the offeror's approved estimating system and must duplicate the logic and mathematical formulas reflected in its proposal. If the offeror submits additional cost/price models, the offeror shall submit them as part of its electronic submission in formats readable by MS Excel 365.
- 8.3.3.5 Rate and Rate Systems Reviews.** The offeror shall state whether the cognizant ACO has reviewed and approved for proposal pricing purposes the proposed labor and burden rates. If the offeror has a Forward Pricing Rate Approval (FPRA), Forward Pricing Rate Recommendation (FPRR), Provisional Billing Rates, or Incurred Cost Audits, the offeror shall provide this documentation with the negotiated rates.

- 8.3.3.6 Supporting Documentation for Rates.** If the offeror does not have FPRA / FPRR, then the offeror needs to provide supporting documentation on how the proposed rates and components of cost element were developed and the rationale why the offeror considers the proposed rates and cost elements to be reasonable. To support an Offeror's proposed indirect rates, the Offeror shall provide three years of historical data to support these rates. Further, the offeror's subcontractors shall provide DCMA, DCAA or other audited relevant documentation as it relates to this requirement when they submit their unsanitized /unburden cost/price proposal.
- 8.3.3.7** Offerors shall provide a comprehensive and detailed account of how the rates and component cost elements were developed to eliminate, or at least minimize, the need for clarification questions by the Government as it reviews the price proposals. In explaining why the proposed rates and component cost elements are reasonable, offerors shall refer to any comparable rates from existing IDIQ contracts with federal Government organizations, such as GSA Federal Supply Schedule contracts/GSA CALC, and may also reference relevant rate agreements with, or recommendations by, federal government organizations, Bureau of Labor Statistics Standard Occupational Classification pay information, wage escalation forecasts by reputable forecasting organizations, and any other information that the offeror considers relevant. In determining which information to submit in support of the reasonableness of the proposed rates, the offeror should bear in mind that the Government may choose to award without discussions so that the information submitted with the original proposal may represent the totality of the information that the Government will consider in making its reasonableness determination. The offeror is not required to certify the rates and supporting information contained in this price proposal.
- 8.3.3.8 Escalation Rates.** The offeror shall identify the escalation rates it used for direct labor, subcontracts, materials, equipment, and indirect expenses. The offeror shall describe the basis of the escalation rates and explain why the Government should consider them reasonable. The offeror shall identify the inflation rates used in preparing its proposal.
- 8.3.3.9 Other Direct Cost/Travel.** For TEP evaluation purpose only, the Government provided plug number(s) for the ODC/Travel listed within Attachment 12, Cost/Price Workbook. The Government provided plug numbers do not represent a contractual minimum or maximum of costs for these CLINs but are provided as an annual approximation of magnitude of effort based on the historical experience. The values for these CLINs will be included in the calculation of the TEP.
- 8.3.3.10 Man-Month/Man-Hour Conversion.** The offeror shall identify the man-month to man-hour conversion factors used in preparing the cost proposal.
- 8.3.3.11 Joint Ventures (JV).** If proposing as a JV, there are two methods to propose based upon the JV's make-up. If the JV is populated with employees from each member of the JV and will be dedicated to the basic contract, then new base labor rates and indirect rates based on that situation shall be proposed. If the JV remains as

separate entities, then base labor rates and indirect rates shall be proposed for each member of the JV.

8.3.3.12 Fee. Profit rates are not applied to FFP TOs. The offeror shall propose a fixed fee for CPFF task orders in the Cost/Price Workbook IAW FAR 15.404-4. The proposed fee rate will be utilized as a maximum rate through the life of the contract since it will determine reasonable based upon adequate price competition and weighted guidelines IAW DFARS 215.404-71.

8.3.4 Section 3 -Services/Subcontracts Summary

8.3.4.1 Services and Subcontracts

To support the identified costs of subcontractors, team members, inter-divisional transfers or suppliers for each Task Order, the offeror shall include a summary that identifies the following:

1. Name of the proposed subcontractor, team member, inter-divisional transfer or supplier
2. Location of the subcontractor, team member, inter-divisional transfer or supplier
3. Method of choosing each supplier (e.g., competitive, non-competitive, etc.)
4. Description of effort
5. Type of contract
6. Subcontractor labor category(ies), skill mix, hours, rates and cost proposed

The offeror shall identify and explain any price adjustments to subcontract/interdivisional/vendor submissions, including discounting or expected decreases to be achieved in negotiations. The offeror shall ensure this summary traces to the BOEs and the Cost Workbook.

8.3.5 Section 4 - Basis of Estimate (BOE) for Task Order 0002 (392 CTS)

8.3.5.1 The offeror shall provide Basis of Estimate (BOE) that detail the basis, rationale, estimating methodology and historical data used to derive the proposed labor and material estimates to support the proposed costs based on the work identified in the offeror's approach. The supporting information shall provide sufficient detail and clarity to enable the Government to perform a Cost realism assessment.

8.3.5.2 The offeror shall provide BOEs to support proposed prime contractor effort. The offeror shall also provide BOEs to support proposed interdivisional and subcontractor effort, unless these suppliers provide BOEs under separate interdivisional or subcontractor proposals. The offeror shall prepare BOEs for Task Order 0002. The offeror shall submit BOEs at the header or first level for Task Order 0002 PWS Paragraphs. The offeror shall provide a list for each of the TO PWS for which it is proposing no effort. For PWS paragraphs requiring BOEs that include effort allocated to multiple CLINs, the offeror shall provide in the BOE the breakouts by CLIN and rationale for the allocation. The offeror shall not include information relating to the proposed cost/price (e.g., labor rates/costs, indirect rates/costs, travel/other direct costs, profit/fee rate or amounts, etc.) in the BOEs.

- 8.3.5.3** If the offeror uses parametric methods as a part of the estimating methodology, then the offeror shall identify the model/tool used (name and version) and provide a copy of all the model inputs and default values used, the rationale for setting input parameters and the model-generated outputs projecting staffing and schedule. To validate calibration of the parametric tool, the offeror shall provide at least three representative historical data points, their associated model inputs and the resulting outputs.
- 8.3.5.4** If the offeror uses historical data in lieu of parametric analysis, the offeror shall describe how the historical data is applicable to the current work and provide rationale for any adjustments in the data being used (e.g., productivity, complexity, etc.).
- 8.3.5.5** For each required BOE, the offeror shall provide the following information:
1. PWS paragraph number and title.
 2. Applicable CLIN(s).
 3. Assumptions: The offeror shall include any conditions, constraints and or assumptions that would alter or invalidate the BOE if not met. The offeror shall also discuss any risks and associated risk handling strategies included in the BOE.
 4. Task Description: The offeror shall include a summary of all tasks being performed under the PWS.
 5. Period of performance.
 6. Labor Hours Summary and Rationale: The offeror shall provide the labor hours, by skill category/level, for the prime contractor, interdivisional and subcontractors by Government Fiscal Year and the rationale for the hours. The offeror shall describe the methodology it used for estimating the number of hours proposed. The following are examples of the methods that could be used:
 - a. Historical Experience. Include analogous programs, why programs are relevant, hours, factors applied and how factors were derived. This detailed rationale need only be documented once when first used, which then may be referenced wherever else appropriate.
 - b. Cost Estimating Relationships (CERs). Include a description of the database used to create CERs, relevant statistics and CER equations. Provide the base to which they are applied and identify whether the CERs are approved by DCMA.
 - c. Commercial Models. Include the name of the model and the types and values of primary model inputs.
 - d. Factors. Include the historical basis for the factor.

7. Skill Mix: The offeror shall provide a complete list of the skills required to accomplish the effort and shall explain how the offeror derived the skill mix. The offeror shall break out the hours proposed for each labor category identified. If applicable, the offeror shall explain why an element requires an average, higher-than-average or lower-than-average skill mix. If applicable, the offeror shall state whether the estimating system uses a company-wide average for proposal purposes.

8. Address any effort to be performed by subcontractors (include subcontractor hours and supporting data)

9. Management and Other Reductions: If the offeror decreases the estimated to perform the proposed effort due to a management decision, commonality with other programs, company funded efforts or capitalization of equipment, the offeror shall provide an explanation of, and rationale for, the reduction. The offeror shall summarize these reductions. The offeror shall also explain in the applicable BOEs how a particular reduction applies to the specific element's effort.

8.3.6 Section 5 - Cost/Price Workbook

8.3.6.1 General

The offeror shall submit a completed electronic Cost/Price Workbook (IDIQ Model Contract, Section J, Attachment 12, Cost/Price Workbook) containing embedded formulas that provide insight into the build-up of the offeror's cost proposal. If the formulas in the worksheets are not working, then it is upon the offeror to adjust the worksheets and ensure that the proposed amounts are accurate in each worksheet and between worksheets (if applicable). The offeror may adjust the worksheets in the Cost/Price Workbook (e.g., add rows to worksheets) as needed to reflect additional cost elements consistent with its accounting/estimating system. The Government must be able to replicate all elements and calculations included in the offeror's proposed cost/price; if the Government is unable to replicate elements of the cost/price or calculations, the Government may determine the proposal to be non-compliant.

The following subparagraphs describe each worksheet in the Cost/Price Workbook. The offeror shall preserve all formulas and links it creates in the offeror's completed/submitted Cost/Price Workbook.

NOTE: The offeror shall assume that Task Order 0002 (392 CTS) will have a start date after the transition period is completed.

8.3.6.2 Cost Price Summary Worksheet. This worksheet provides a summary of the offeror's proposed costs and prices by Task Order. There is a separate section for Task Order 0001(Transition In) and Task Order 0002 (392 CTS) with Base Period and Option Periods. The Government-specified Travel/ODC prices have been provided for all Travel/ODC CLINs. The offeror shall preserve all existing formulas on this worksheet in the offeror's completed/submitted Cost/Price Workbook. The offeror shall leave all grey-shaded cells blank in accordance with the overall contract pricing structure, unless the offeror's accounting/estimating system requires otherwise.

- 8.3.6.3 Total Evaluated Price Worksheet.** This worksheet provides the offeror's proposed Total Evaluated Price which is the sum of both Task Order 0002 (392 CTS). For each task order, it provides the offeror's proposed total Cost and Fixed Fee per labor CLIN for Base, plus, 4 Option Periods which is from the offeror's proposed cost per cost element under Summary of Cost by Element of Cost (EOC). Further, this worksheet includes Government provided amounts for Travel/ODC for each Task Order. The offeror shall ensure the Travel/ODC CLIN totals match the Government specified amounts. NOTE: Offeror's should check to make sure that the Cost and Fixed Fee proposed per Labor CLIN under the TEP worksheet matches the total Cost and Fixed Fee under the Summary of Cost per Cost Element per CLIN worksheet.
- 8.3.6.4 Summary of Cost/Price by CLIN.** This worksheet provides the offeror's proposed total Cost and Fixed Fee by labor CLIN for each Task Order. For each labor CLIN, the worksheet shows that the CLIN type is CPFF, quantity is 12, and the unit of issue is monthly. For each labor CLIN, the offeror shall propose their monthly Cost and monthly Fixed Fee for 12 months. Further, this worksheet includes Government provided amounts for Travel/ODC for each Task Order. The offeror shall ensure the Travel/ODC CLIN totals match the Government specified amounts. NOTE: The proposed unit cost/price is not calculated from another worksheet. Therefore, the Offeror shall ensure that the proposed unit cost/price times quantity of 12 for a total Cost, total Fixed Fee, and Estimated Cost equals to the Total Estimated Cost proposed in Total Evaluated Price Worksheet, Summary of Cost per Cost Element by CLIN.
- 8.3.6.5 Summary of Cost Per Element of Cost (EOC) Worksheet.** For Task Order 0002 (392 CTS), this worksheet provides a summary of the Cost per Elements of Cost (EOC) by TO and CLIN. The offeror shall add or delete EOCs (i.e., rows) consistent with its accounting/estimating systems. The offeror shall include a description of any added EOCs in the description of its estimating system. The offeror shall ensure the price in the last row for each TO CLIN column matches the total proposed price for that TO CLIN throughout the proposal. For Task Order 0002, the CLIN totals shall include the Base Period and all Option Periods. The offeror shall ensure the Cost/Price Workbook clearly shows buildup of the proposed cost/price. The offeror shall leave all grey-shaded cells blank in accordance with the overall contract pricing structure, unless the offeror's accounting/estimating system requires otherwise. NOTE: The Government is not requesting the Offeror propose ODC and/or Travel as a cost element. The Government is providing plug numbers for ODC/Travel which will be utilized by the Offeror to calculate the TEP. The offeror shall ensure the Travel/ODC CLIN totals match the Government specified amounts.
- 8.3.6.6 BOE Worksheet.** The offeror shall provide a BOE for each Task Order's PWS. List the PWS paragraph, title, description of the task, labor category/skill mix proposed to support this paragraph, and the hours to support this task.
- 8.3.6.7 CFY Rates Worksheet.** The offeror shall use this worksheet to provide the prime direct labor rates, prime interdivisional transfer burdened (including indirect rates/costs) labor rates and subcontractor fully burdened (including indirect rates/costs and fee) labor rates used in the offeror's proposal by Contractor Fiscal

Year. The offeror shall add or delete EOCs (i.e., rows) to reflect EOCs consistent with its accounting/estimating systems. The offeror shall provide rates from its Forward Pricing Rate Agreement (FPRA), proposed Forward Pricing Rates, approved Provisional Billing Rates, and/or Incurred Indirect Costs; if neither exists, the offeror shall provide the basis/methodology for the proposed rates. The offeror shall identify the time period covered by each CFY (e.g., CFY1 = 1 Jan 2015 thru 31 Dec 2015). The offeror shall also provide an explanation for any proposed labor categories that are not included in its FPRA/FPRR and map these labor categories/rates to other sources such as Bureau of Labor Statics, GSA CAL, salary.com, etc. to support and justify the proposed labor rates.

- 8.3.7 Professional Employee Compensation Evaluation.** In accordance with FAR 52.222-46, the offeror shall submit a Professional Employee Compensation Plan setting forth salaries and fringe benefit package proposed for the proposed professional employees. The Professional Employee Compensation Plan submitted in the proposal will not become part of the awarded contract. The plan submitted shall set forth salaries and fringe benefits proposed for professional employees as prescribed in the instructions below. Offeror/Subcontractor's shall submit the following:
- 8.3.7.1 Total Professional Compensation Plan.** The Offeror shall provide the planned compensation for all professional employee labor categories proposed to perform the effort. Describe the job skills and qualification requirements associated with each identified labor category. Identify the Standard Occupational Classification (SOC) code for each labor category using the Bureau of Labor Statistics SOC system (<http://www.bls.gov/soc/>). Provide the corresponding salary and quantified fringe benefits for each labor category and skill level. The fringe benefit data shall also include a description of the benefits offered, and to which professional employee category(ies) the fringe benefits would apply.
- 8.3.7.2 Supporting Information.** Provide data, such as recognized national and regional compensation surveys and studies of professional, public and private organizations, (e.g., Watson & Wyatt, Economic Research Institute, Bureau of Labor Statistics, etc.) used in establishing the total compensation structure. Identify the sources with the provided summary of surveys and studies. If not using one of the sources listed above, explain the credibility of the sources providing the surveys and studies.
- 8.3.7.3 Offeror's/Subcontractor's Assessment:** Discuss how the proposed compensation package to include the Total Professional Compensation Plan and Supporting Information are consistent and reflects a sound management approach, an understanding of the contract requirements and will provide uninterrupted high-quality work. Also address how your proposed salaries and fringe benefits will facilitate the recruitment and retainment of employees. Provide this to include job skills, qualifications per job category, description of fringe benefits, supporting information, etc. as part a narrative under your Cost/Price Volume. Utilize Attachment 13 - Professional Employee Compensation Plan Workbook, completely fill in the compensation for all professional employee labor categories proposed to perform the effort.

- 9.0 VOLUME V, Contract Documents.** As part of the proposal submission, include the following
- 9.1 Section A - Completed Standard Form 33 (Solicitation, Offer, and Award).** Completed Section A of the SF33, as applicable. Signature by the Offeror on the SF 33 constitutes an offer, which the Government may accept. In doing so, the Offeror accedes to the contract terms and conditions as written in the Solicitation Sections A - J.
- 9.1.1 Acknowledgement of all amendments.** Each offeror must sign and return one copy of the Standard Form (SF33) 30 by the date specified on the form.
- 9.1.2** The Offeror shall make a clear statement in Section A of the proposal documentation volume that the proposal is valid for a period of not less than **365 calendar days** from receipt, and by signing the SF33, the offeror agrees to that period.
- 9.2 Section I, Contract Clauses.** The Offeror shall complete any required clause fill-ins. Failure to complete clause fill-ins may be considered non-compliant and unawardable.
- 9.3 Section K, Offeror's Representations (Prime).** Complete the FAR representations and certifications in the System for Award Management (SAM) website at <http://www.sam.gov>. However, if any FAR or DFARS representations and certifications required are not included in SAM, submit the completed representation or certification as part of this chapter. Additionally, include any FAR, DFARS, or AFFARS clause requiring fill-in information, as well as any other acknowledgments required.
- 9.4 Section J, List of Documents, Exhibits, and Attachments.**
- 9.4.1 Exhibit A, Contract Data Requirements List.** The Contract Data Requirements List (CDRL) is provided in Exhibit A to the solicitation. The Offeror is not required to provide an input to this section. The Offeror shall propose the document exactly as stated in Exhibit A to the solicitation. The Offeror shall not include this attachment in Volume V of their proposal.
- 9.4.2 Attachment 1, Performance Work Statement (PWS).** A PWS is provided in Attachment 1 to the solicitation. This PWS represents the Government's requirements for 3IS III. The Offeror shall not include this attachment in Volume V of their proposal.
- 9.4.3 Attachment 2, Contract Security Classification Specification (DD 254).** The DRAFT DD Form 254 is provided as Attachment 2 to the solicitation. This document is at the IDIQ level not the individual task order level. The Offeror shall fill in blocks 6a, 6b, 6c, 7a, 7b, and

- 9.4.4 7c; and submit the document as Attachment 2 to Volume V, which will become part of the contract upon contract award. Where an “*” is shown, fill in with the appropriate information.
- 9.4.5 **Attachment 3, Organizational Conflict of Interest.** The Offeror shall submit an **OCI Mitigation Plan as Attachment 5** to Volume V IAW AFFARS clause 5352.209-9000 Alt 1 if the prime/joint venture has any potential or actual OCI. This plan will be become part of the contract upon contract award. IAW AFFARS provision 5352.209-9001 (b) If award is made to the offeror, the resulting contract may include an organizational conflict of interest limitation applicable to subsequent Government work, at either a prime contract level, at any subcontract tier, or both. During evaluation of proposals, the Government may, after discussions with the offeror and consideration of ways to avoid the conflict of interest, insert a special provision in the resulting contract which shall disqualify the offeror from further consideration for award of future contracts.(c) The organizational conflict of interest clause included in this solicitation may be modified or deleted during negotiations.
- 9.4.5.1 Describe in detail any actual or potential OCIs of which the Offeror is aware associated with the performance of any its divisions, affiliates, and/or subcontractors under any contract the Offeror or any of its divisions/affiliates/subcontractors has been, or may be, awarded by any federal agency or any other entity whose performance may create an OCI if awarded the 3IS III contract.
- 9.4.5.2 Describe in detail the methodology the Offeror used to identify those potential OCI issues in the above paragraph.
- 9.4.5.3 Describe in detail the specific techniques the Offeror intends to use to mitigate each potential OCI identified in its proposed OCI Mitigation Plan.
- 9.5 **Attachment 4, Continuance of Performance/Mission Essential Contractor Services.** At this time, the Government is not requesting a Mission Essential Contractor Service Plan. However, there is a potential that Mission Essential Support will be required depending on the individual task order’s PWS.
- 9.6 **Attachment 5, Transition In Plan.** The Offeror shall submit a Transition In Plan as Attachment T5 to Volume II which will be become part of the contract upon contract award. The Offeror shall propose a price for transition under their Cost/Price Workbook, Attachment C2, Volume IV. The Government intends to award a Task Order 0001 (Transition In) to support this effort to the Successful Offeror.
- 9.7 **Attachment 6, Transition Out Plan.** The Government has inserted Attachment 6 as placeholder for a future Transition Phase-Out Plan. The Offeror shall not include this attachment in Volume V of their proposal.

- 9.8 Attachment 7, Information Technology PWS.** A PWS for IT is provided in Attachment 7 to the solicitation. This PWS represents the Government's requirements for IT. The Offeror shall provide a Staffing Matrix as Attachment T1 to Volume III. No task order will be awarded to the Successful Offeror this effort at this time.
- 9.9 Attachment 8, Wargaming PWS.** A PWS for Wargaming is provided in Attachment 8 to the solicitation. This PWS is for informational only to assist the offeror to propose. The Offeror shall provide a Staffing Matrix as Attachment T2 to Volume III. No task order will be awarded to the Successful Offeror this effort at this time.
- 9.10 Attachment 9, 392 CTS PWS.** A PWS for 392 CTS is provided in Attachment 9 to the solicitation. This PWS represents the Government's requirements for 392 CTS. The Offeror shall provide a Staffing Matrix as Attachment T3 to Volume III and Cost Proposal under their Cost/Price Workbook, Attachment C2, Volume IV. The Government intends to award TO 0002 (392 CTS) to support this effort to the Successful Offeror.
- 9.11 Attachment 10, Test and Evaluation for SBMW Program PWS.** A PWS to Test and Evaluate a Program is provided in Attachment 10 to the solicitation. This PWS is for informational only to assist the offeror to propose. The Offeror shall provide a Staffing Matrix as Attachment T4 to Volume III. No task order will be awarded to the Successful Offeror this effort at this time.
- 9.12 Attachment 11, Staffing Matrix.** A Staffing Matrix is provided as Attachment 11 to the Solicitation. This is to be utilized and provided by the Offeror for Phase II Factor 1, Technical, Subfactor 1 through 4 as Attachment T1-T4 to Volume III.
- 9.13 Attachment 12, Cost/Price Workbook.** A Cost/Price Workbook is provided as Attachment 12 to the Solicitation. This is to be utilized and provide by the Offeror for Factor 3, Cost/Price, as Attachment C2 to Volume IV.
- 9.14 Attachment 13, Professional Employee Compensation Plan.** A PECP is provided as Attachment 13 to the Solicitation. This is to be utilized and provided by the Offeror as part of Factor 3, Cost/Price, as Attachment C1 to Volume IV.
- 9.15 Attachment 14, Joint Venture Agreements and Mentor Protégé Agreements.** Joint Ventures and Mentor protégé are allowable on competitive 8(a) awards, and must contain the provision under 13 CFR 124.513(c). Before a Participant may be awarded a competitive 8(a) contract, SBA must determine Participants eligibility which is based upon the criteria listed under 13 CFR 124.501(g)
- 9.16 Attachment 17, Other Information Required.**

- 9.16.1 Cognizant DCAA/DCMA Office.** Identify your cognizant DCAA and DCMA office, including point of contact, address and telephone number. Provide a description of your estimating, accounting, pricing, and property management system (as applicable) and state whether it has been reviewed and approved by your ACO. If you currently have contracts covered by Cost Accounting Standards (CAS), submit the status of your CAS Disclosure Statement and a copy of the Statement. If you are CAS-exempt, provide the reason for the exemption.
- 9.16.2 Assumptions.** Clearly state all assumptions made, including in the technical approach and price. If there are no assumptions made, state so clearly.
- 9.16.3 Authorized Offeror Personnel.** Provide the name, title and telephone number of the company/division point of contact regarding source selection decisions made with respect to your proposal and who can obligate your company contractually. Also, identify those individuals authorized to negotiate with the government.
- 9.16.4 Company/Division Address, Identifying Codes, and Applicable Designations.** Provide company/division's street address, county code, and facility code; Commercial and Government Entity (CAGE) code; Unique Entity Identifier (UEI) code; size of business (large or small); and labor surplus area designation.
- 9.16.5 Subcontractor Representatives.** For teaming partners, provide the name, title, and telephone number of the company/division point of contact who are authorized to represent their company to the Government for the proposed effort. Also include the company/division's Commercial and Government Entity (CAGE) code; Unique Entity Identifier (UEI) code; size of business (large or small); and labor surplus area designation.
- 9.16.6 Additional Information.**
- 9.16.6.1 Financial Documents. Prime:** The Prime shall provide the last three years of financial statements, and year-to date financial information through the last quarter available to the CO. If audited, reviewed, compiled or certified financial statements are available, these shall be submitted. If the Prime is a combination of firms (for example, a partnership or joint venture), discuss the financial responsibilities among the companies. Historical and year-to-date financial data shall be submitted for each company that makes up the Prime, and the ability to fund contract performance shall be addressed for the combined firm. If necessary, DCMA will be requested to provide a financial analysis evaluation and report. Financial responsibility is not an evaluation criterion. However, it is a basic contract requirement. A contract will only be awarded to an offeror who is deemed responsible in accordance with the Federal Acquisition Regulation (FAR).
- 9.16.6.2 Contractor Responsibility.** In accordance with FAR 9.103(b) Policy, the PCO must make an affirmative determination of responsibility for potential awardees. The information requested in this volume is necessary to establish contractor

responsibility. The Offeror shall submit this information under Attachment 17 to Volume V which will not become part of the awarded contract. Provide an explanation, as well as, evidence of the contractor's ability to obtain the required resources to perform the contract requirements based upon the contractor's proposed approach (see FAR 9.104-1(a), (e) and (f)). Acceptable evidence normally consists of a commitment or explicit arrangement, such as but not limited to, a statement of commitment from your team member companies, commercial financial agreement, etc. that will be in existence at the time of contract award, to rent, purchase, or otherwise acquire the needed facilities, equipment, other resources or personnel.

9.16.6.3 Pre-award Clearance. In accordance with FAR 22.805 the CO will request clearance from the appropriate OFCCP regional office before award of any contract, including any indefinite delivery contract, and subcontracts of \$10 million or more.