

SUMMARY OF PROPOSAL EVALUATION INTERAGENCY AGREEMENT

INSTRUCTIONS

Address each question. Address all deviations or unacceptable aspects of the proposal (including any pertinent information provided by the contractor) whether or not they are subsequently found to be acceptable. For all deviations (or initially unacceptable aspects of the proposal), state the deviation, determine acceptability, and, if not acceptable, explain any required changes.

If the cost, technical, and/or any other aspects of the proposal are consistent with the independent government cost estimate (IGCE) and the requirements of the statement of work (SOW), provide an affirmative statement to that effect. If a question is not applicable to the proposal, state that it is not applicable.

COST CONSIDERATIONS

Compare the cost proposal with the IGCE. The performing organization is responsible for attesting to the accuracy of the labor rates and indirect rates, i.e., overhead, fringe, and G&A (general and administrative expense), with submission of the proposal. If an IGCE was not required (estimated annual project cost is less than \$250,000 or the multi-year project cost is less than \$500,000), compare the proposed cost to the statement of work to determine the reasonableness of the proposed costs.

1. Are the proposed hours consistent with those identified in the IGCE for each labor category? Provide an analysis of the proposed hours. State the deviations and explain their acceptability. If they are not acceptable, explain required changes.
2. Is the proposed travel consistent with that stated in the SOW and necessary for performance of the work? Review the purpose, number of trips, location (origin and destination), number of travel days, and number of personnel traveling. State the deviations from the SOW and explain their acceptability. If they are not acceptable, explain required changes.
3. Are the purpose, labor categories and expertise, and number of hours for any proposed subcontractor or consultant reasonable and necessary for performance of the work? Provide an analysis of the proposed labor categories and expertise and the number of hours, and explain their reasonableness and acceptability. If they are not acceptable, explain required changes.

SUMMARY OF PROPOSAL EVALUATION (Continued)

COST CONSIDERATIONS (Continued)

4. Are the proposed quality and estimated "other direct costs" (such as telephone, express mail, computer time, materials) reasonable and necessary for performance of the work? Are the costs consistent with the independent cost estimate? Provide an analysis of the proposed "other direct costs" and their purpose. State the deviations from the independent cost estimate and explain their reasonableness and acceptability. If not acceptable, explain required changes.

5. Has the contractor proposed any Information Technology (IT) resources, testing, or other special equipment? Are they reasonable and necessary for performance of the work? Are they consistent with the independent cost estimate? Provide an analysis of the quantity and prices. State deviations and explain their acceptability. If not acceptable, explain required changes.

TECHNICAL CONSIDERATIONS

6. Are the proposed labor categories consistent with those in the SOW (e.g., sufficient level of expertise, all technical areas covered in number and types, availability of personnel when needed)? Provide an analysis of the proposed labor categories. State the deviations and explain their acceptability. If not acceptable, explain required changes.

7. If the proposed technical approach is different from that in the SOW, is it reasonable and suitable to accomplish the objective(s)? Are any areas of the approach inappropriate? Provide an analysis of the technical proposal. State the deviations and explain their acceptability. If not acceptable, explain required changes.

SUMMARY OF PROPOSAL EVALUATION (Continued)

TECHNICAL CONSIDERATIONS (Continued)

8. Are the proposed scheduled milestones and the period of performance consistent with the requirements of the SOW? Are they reasonable? State the deviations and discuss their acceptability. If not acceptable, explain required changes.
9. Is the technical proposal fully responsive to the SOW in other areas not evaluated above (e.g., clarity; description and breakdown of the tasks and subtasks to allow appropriate level of monitoring; the description of the type, quality, distribution of reports and another deliverable)? Provide an analysis of the technical proposal. State the deviation and discuss their acceptability. If not acceptable, explain required changes.

OTHER CONSIDERATIONS

10. On the basis of the information in the proposal and any other information readily available, does an appearance of or an actual organization conflict of interest exist for the prime contractor or subcontractor or consultant, if applicable, as defined in 48 CFR Part 20? Explain your determination.
11. On the basis of the information in the proposal and any other information readily available, are any proposed contractor employees, subcontractor employees, or consultants former NRC employees? If yes, provide the name(s) of the individual(s) and, if known, the termination date of employment with the NRC.

SIGNATURE

TYPED OR PRINTED NAME

SIGNATURE

OFFICE

DATE