AMENDMENT OF NIAID SOLICITATION
NIAID Centers of Excellence for Influenza Research and Surveillance

Solicitation Number:	BAA NIH-NIAID-DMID-07-20
Amendment Number:	Three (3)
Amendment Issue Date:	Friday, March 24, 2006
Proposal Due Date: (CHANGED)	**Tuesday, April 4, 2006 at 11:00 AM Local Time**
Issued By:	Paul D. McFarlane Contracting Officer NIAID, NIH, DHHS Office of Acquisitions, DEA 6700-B Rockledge Drive Room 3214, MSC 7612 Bethesda, Maryland 20892-7612
Point of Contact:	Carl A. Newman, Contracting Officer E-mail: cnewman@niaid.nih.gov

This amendment is issued to all Interested Parties and Offerors."

This amendment is issued for clarification purposes and does NOT MATERIALLY CHANGE THIS REQUIREMENT. Except as provided herein, all terms and conditions of the solicitation remain unchanged and in full force and effect. Specifically, this amendment changes the proposal due date and time and clarifies the language regarding page limits and the number of copies and their medium for each type of proposal submitted.

This amendment requires a written response by all **Interested Parties and Offerors** who must acknowledge receipt of this amendment (and all other amendments issued prior) by identifying its number and its date on each copy of any proposal(s) they submit **OR** have already submitted in response to this solicitation. Failure to receive your acknowledgement will result in rejection of your proposal(s).

As a result of these clarifications, all Offerors that submitted proposals on or before the original Monday, March 6, 2006 at 4:00 PM (Local Time) due date/time, OR any Interested Parties who did not submit a proposal, are hereby provided an opportunity to:

1) Interested Parties who have not previously responded to this solicitation may submit a proposal by the changed proposal due date and time identified above. Follow all instructions in the solicitation as well as those revised by amendments 1, 2, and this amendment 3. **OR**

2) Offerors who already submitted a proposal may revise and replace that proposal (or submit an entire new proposal). Offerors must submit the paper and electronic versions of the proposal as detailed in this amendment. Offerors shall also provide a written summary of any proposal changes along with their proposal replacements. [In the case of a proposal resubmission all earlier submitted documents and compact discs will be destroyed.] **OR**

3) Offerors who already submitted a proposal and wish that proposal to be accepted "as is" must provide written confirmation that no revision of the proposal is required and an acknowledgement of this amendment #3. **OR**

4) Provide written notice of the withdrawal of a proposal already submitted in its entirety with an acknowledgement of this amendment #3.

CLARIFICATIONS –

Offerors are reminded that this solicitation contains page limitations as described in **APPENDIX A - ADDITIONAL TECHNICAL PROPOSAL INSTRUCTIONS**. This appendix has been reproduced and is provided as **Attachment (A)** to this amendment. Those portions of the appendix that were changed by Amendment #1, dated January 11, 2006 have been incorporated into this document. This amendment clarifies the page limit text within and at the bottom of the red box in Appendix A. [The revised text is in gray highlight.]

Offerors must adhere to the total page limits stated in the solicitation depending upon their choice of proposed research area(s). As stated in the "Proposal Submission Instructions" at the website linked to the solicitation, under Page limits and number of copies to send "Pages in excess of the limit will be removed and will not be read, evaluated, or considered for review."

To clarify the method of packaging and delivery of proposals, this amendment provides a document entitled **PACKAGING AND DELIVERY OF THE PROPOSAL** as **Attachment (B)** to this amendment**.**

Finally, Interested Parties and Offerors are also reminded of the summary of alternative scenarios for proposal submission found on solicitation page 65, which is part of the INTRODUCTION:

Summary of Alternative Scenarios for Proposal Submission: Proposals may be submitted as follows:

1. Research Area 1 – Animal Influenza Surveillance alone with required Training/Career Development Program

2. Research Area 2 – Pathogenesis and Host Response Research alone with required Training/Career Development Program; or

3. Research Areas 1 and 2 combined with required Training/Career Development Program; and potentially, at Offeror's discretion,

4. Additional Components:

- Pilot Research Program (Required for Research Areas 1 and 2)
- Animal Influenza Surveillance Capacity Building (Required for Research Area 2)

The NIAID reserves the right to award all or any portion of the projects/activities proposed based on technical merit, scientific priority, programmatic balance and the availability of funds.

FOR EXAMPLE: The NIAID may decide to fund one or both Research Areas of a proposal containing Research Areas 1 and 2 combined.

END OF AMENDMENT #3 to BAA NIH-NIAID-DMID-07-20

ATTACHMENT (A) to AMENDMENT #3 to BAA-NIH-NIAID-DMID-07-20

BAA-NIH-NIAID-DMID-07-20
The NIAID CENTERS OF EXCELLENCE FOR INFLUENZA RESEARCH AND SURVEILLANCE
APPENDIX A-ADDITIONAL TECHNICAL PROPOSAL INSTRUCTIONS
FORMAT FOR TECHNICAL PROPOSAL-TABLE OF CONTENTS

It is strongly recommended that offerors use the following template as the Table of Contents for the technical proposal. All information presented in the technical proposal should be presented in the order specified below.

The following additional technical proposal instructions reflect the requirements of the BAA and are meant to provide additional instructions as well as a uniform format for technical proposals. The information requested in these instructions should be used as a guide for formatting and preparing the proposal. Offerors should follow the instructions in Section L of the solicitation, include the information requested in this appendix, as well as **any other** information which will benefit the proposal and assist in the evaluation of the offer.

Offerors are advised to give careful consideration to the Broad Agency Announcement Description, Background, Introduction, Research and Technical Objectives, all reference material, appendices and attachments, the technical evaluation criteria, and, the BAA as a whole, in the development of your proposal.

Offerors who propose subcontracts to perform portions of the statement of work should clearly identify the specific tasks for which they plan to utilize subcontractors, as well as the method and level of integration between the prime and subcontractor(s), and the expected advantages of such an approach.

THE MAXIMUM NUMBER OF PAGES, INCLUDING THE APPENDICES AND ADDITIONAL COMPONENTS, EXCLUDING REFERENCES ARE: 170 PAGES FOR RESEARCH AREA 1 for the entire technical proposal; 210 PAGES FOR RESEARCH AREA 2 for the entire technical proposal; or 360 PAGES FOR A COMBINED RESEARCH AREA 1 AND 2 proposal (for the entire technical proposal.) NOTE: The page limit for a combined [Research Area 1 and 2] proposal is not an addition of the individual page limits for the Research Area 1 or 2 proposals. This is because Offerors are not required to submit Surveillance Capacity Building if submitting a combined Research Area 1 and 2 proposal.

COSTING SCENARIOS

I. Scenario 1-Animal Influenza Surveillance Domestic and International-Elect a. or b., or if electing a and b, elect c.
   a. Research Area 1-Animal Influenza Surveillance International (10,000 samples)
   b. Research Area 1-Animal Influenza Surveillance Domestic (10,000 samples)
   c. Research Area 1-Animal Influenza Surveillance Domestic and International (15,000 samples)

II. Scenario 2-Pathogenesis and Host Response Research-Elect a. or b.
   a. Research Area 2-Pathogenesis and Host Response Research-Present a minimum of three research projects, at least one for Part A and one for Part B.
   b. Research Area 2-Pathogenesis and Host Response Research-Present a maximum of five research projects, at least one for Part A and one for Part B.

III. Scenario 3-Required Training (Pilot Research Program)
   Applicable for both Research Areas 1 or 2: Required Training (Pilot Research Program)

IV. Additional Component 4-Pilot Research Program (per project)
   Applicable for both Research Areas 1 and 2: Support of up to two pilot research projects for each Research Area to conduct investigations of innovative, high risk concepts. Each pilot research project shall be limited to no more than $200,000 in total costs for a project period of up to two years.

V. Additional Component 5-Capacity Building
   Applicable only for Research Area 2: If the offeror submits a proposal for Research Area 2, the offeror may choose to increase their capacity.

NOTE 1: Offerors submitting proposals for Research Areas 1 alone and 2 alone and Research Areas 1 and 2 have the option of proposing a Pilot Research Program specific to the Research Area proposed (i.e. if the offeror submits a proposal for Research Area 1 alone, the offeror can submit a Pilot Research Program for Research Area 1, but that offeror cannot submit a Pilot Research Program for Research Area 2).

NOTE 2: If an offeror submits a proposal for one Research Area that is considered for award, the offeror would be awarded a contract representing that Research Area. If an offeror submits a proposal that includes two Research Areas and each Research Area is considered for award, the offeror would be awarded a single contract representing both Research Areas.

NOTE 3: Each proposed Research Area will be evaluated separately. As a result, a proposal representing only one Research Area plus a Pilot Research Program component (if applicable) must be submitted as one proposal. If an offeror submits a proposal for both Research Area 1 and Research Area 2, one proposal must be submitted that contains a distinct section for each Research Area, as indicated in the technical proposal - table of contents (see below).

TECHNICAL PROPOSAL-TABLE OF CONTENTS

A. RESEARCH AREA 1: ANIMAL INFLUENZA SURVEILLANCE

SECTION 1: PROPOSED STATEMENT OF WORK (not to exceed10 pages)

Provide a full Statement of Work with a beginning paragraph as follows:

"Independently, and not as an agent of the Government, the Contractor shall furnish all necessary services, qualified professional, technical, and administrative personnel, material, equipment and facilities, not otherwise provided by the Government under the terms of this contract, as needed to perform the tasks set forth below."

The Statement of Work will describe each step that the contractor shall perform **after award of the contract**, including: the tasks that shall be performed to carry out the research projects/activities; how these tasks will be accomplished; and the time frame within which each task will be accomplished. Describe the work related to each task and describe the tasks in the sequence in which they will be carried out. The Statement of Work must also include a description of all items to be delivered to the Government during performance of the contract.

SECTION 2: CENTER PROGRAM OVERVIEW (suggested page length – 4 pages total)

Provide a brief description of the proposed Center Program, including:

a) A 1-2 sentence summary stating: the scope of activities proposed and, if applicable, the additional component for the Pilot Research Program; the titles of each proposed surveillance activity/project; and an organizational chart including personnel for the Offeror and any proposed subcontractors.

b) The specific surveillance activities and sites to be undertaken by the Offeror and any proposed subcontractors, including the contribution of each to the Center Program;

c) A synopsis of the proposed Training/Career Development Program;

d) A list of key personnel of the Offeror and any proposed subcontractors with degrees, titles, institutional affiliation, and role within the Center;

e) A brief description of the facilities and other resources to be made available by the Offeror and any proposed subcontractors; and

f) If applicable, a synopsis of the proposed Pilot Research Program.

Offerors for Research Area 1 are eligible to incorporate the additional component, the Pilot Research Program, in their Technical Proposal. Offerors for Research Area 1 are not eligible to incorporate the additional component, Animal Influenza Surveillance Capacity Building.

SECTION 3: CENTER PLAN FOR SURVEILLANCE (suggested page length – 40-50 pages total)

Provide a detailed plan for the design and conduct of prospective international and/or domestic animal influenza surveillance for the rapid detection and characterization of influenza viruses with pandemic potential. If surveillance studies using human samples are proposed, not more than 20% of the surveillance activities shall be dedicated to these surveillance studies. The plan must include:

a) Surveillance Sites – List all proposed surveillance sites and discuss the history of these sites with respect to influenza A virus infection and surveillance in animals and humans; describe the nature and scope of proposed collaborations with site-specific participating institutions/organizations to ensure access to appropriate animal populations, including live markets and other settings that will provide opportunities for the reassortment of influenza virus subtypes and close contact with humans; and describe the site-specific resources to be made available for the proposed surveillance activities. The Technical Proposal must demonstrate the Offeror's ability to develop and maintain a network capable of rapid biological, molecular and serological characterization of influenza viruses.

Proposals for international animal influenza surveillance alone must: (1) have at least one sentinel site located in Asia with sufficient infrastructure to serve other surveillance areas within the geographic region; and (2) collect and analyze a minimum of ten thousand (10,000) samples per year.. Proposals for domestic animal influenza surveillance alone must: (1) include a minimum of two states within the U.S.; and (2) collect and analyze a minimum of ten thousand (10,000) samples per year. Proposals for international and domestic surveillance combined must: (1) have at least one sentinel site located in Asia with sufficient infrastructure to serve other surveillance areas within the geographic region; (2) include a minimum of two states in the U.S.; and (3) collect and analyze a minimum of fifteen thousand (15,000) samples per year.

b) Surveillance Activities - Provide a detailed plan for the design and conduct of all proposed animal influenza surveillance activities, including:

(i) virologic, epidemiologic and disease surveillance; and
(ii) biological and serological analysis and characterization of isolated influenza A viruses.

If additional surveillance activities and studies are proposed, such as: (i) studies to determine the natural history of influenza A viruses; (ii) serosurveillance studies of humans in close contact with animals; (iii) pathogenicity studies in animals; (iv) studies of the role of migratory birds in the spread of influenza viruses; and (v) studies to assess the effectives of control measures, this section of the Technical Proposal must also include a detailed description of their design and conduct.

Include the methods, techniques and technologies to be employed in conducting all proposed surveillance activities, statistical analysis plans, a discussion of potential problems/obstacles in carrying out surveillance activities, and proposed alternative approaches/methods to overcome potential problems/obstacles. Identify all activities to be undertaken by the Offeror and any proposed subcontractors.

c) Surveillance Studies Using Human Samples – Offerors for Research Area 1 have the option to propose surveillance studies using human samples. Proposed studies involving the collection and evaluation of human samples must include a written agreement between the Offeror and the Principal Investigator of the study through which clinical specimens will be obtained outlining the nature of the human specimens, the manner of collection and access, and ownership, analysis and release of data resulting from the proposed studies.

Contractors shall be required to adhere to the NIAID clinical terms of award for all funded studies involving the collection and evaluation of human clinical specimens (see

http://www.niaid.nih.gov/ncn/pdf/clinterm.pdf).

d) Plan for the Provision of Center Resources – Include a plan that delineates the methods and procedures to be used to provide: (i) Center-generated materials to an NIAID repository for further distribution to the influenza research community, including characterized viruses suitable for possible use in human vaccine development, reagents, and supporting data; and (ii) surveillance information, including antigenic and genetic characterization of influenza viruses conducted under the contract, contract-generated reagents and other materials and tools, to a publicly accessible database.

SECTION 4: DATA MANAGEMENT AND QUALITY ASSURANCE (suggested page length – 5 pages)

Provide a plan for the management of all data resulting from the Center's activities, including validation, storage, retrieval, confidentiality and transmission.

SECTION 5: CONTRIBUTIONS TO THE NIAID PANDEMIC PUBLIC HEALTH RESEARCH RESPONSE PLAN (suggested page length – 3 pages total)

Provide a brief description of potential activities/research that could be undertaken in the event of an urgent public health emergency involving the emergence and rapid spread of an influenza pandemic in humans, including the provision of scientific and technical expertise to the Government.

SECTION 6: TRAINING/CAREER DEVELOPMENT PROGRAM (suggested page length – 5-10 pages total)

Provide a plan for the design, development and implementation of the Center's Training/Career Development Program. The plan must: (i) include a minimum of two career development projects as an integral part of the Center's activities; (ii) identify the types of individuals to receive training (e.g., advanced post-doctoral candidates, junior faculty, established investigators, graduate students, etc.); (iii) describe the policies, processes and criteria for recruiting and selecting candidates and monitoring their progress; and (iv) describe plans for following the impact of the training on the careers of the participating trainees.

SECTION 7: CENTER PROGRAM ORGANIZATION AND MANAGEMENT PLAN (suggested page length – 5 pages total)

a) Provide a plan for the organization and staffing of the Center, including delineation of clear lines of authority and responsibility for all proposed activities.

b) Provide a plan for managing, coordinating and overseeing the entire range of Center activities; monitoring progress; and ensuring the effective and efficient implementation and conduct of all proposed activities.

SECTION 8: PERSONNEL (limit CVs to 2-3 pages)

Document the training, expertise, related experience, leadership skills and availability of key personnel with scientific, technical and managerial competence in animal influenza surveillance. Describe ongoing and completed projects of a similar nature. Documentation of personnel qualifications must be provided for the Offeror and any proposed subcontractors. Documentation supporting the expertise and related experience may include a list of up to five (5) publications relevant to the proposed Center program for the Principal Investigator and lead investigators for any proposed subcontracts.

SECTION 9: CENTER FACILITIES AND RESOURCES (suggested page length – 10 pages total)

a) Facilities and Resources: Provide a description of the facilities and other scientific/technical resources to be made available for the proposed activities of the Center by the Offeror and any proposed subcontractors, and how they will be utilized to support the conduct of the proposed activities.

b) Biocontainment Plan: If applicable, the Technical Proposal must provide a Biocontainment Plan that addresses the appropriate level of biosafety for working with avian influenza viruses and genetically

modified or reassortant viruses, and documents the availability of suitable biocontainment facilities, equipment and safety procedures for the conduct of the proposed work. A copy of the current interim CDC/NIH DRAFT guidelines in the *Biosafety in Microbiology and Biomedical Laboratories, 5th edition* is available at: .http://www.cdc.gov/flu/h2n2bsl3.htm.

B. RESEARCH AREA 2 – PATHOGENESIS AND HOST RESPONSE RESEARCH

SECTION 1: PROPOSED STATEMENT OF WORK (not to exceed10 pages)

Provide a full Statement of Work with a beginning paragraph as follows:

"Independently, and not as an agent of the Government, the Contractor shall furnish all necessary services, qualified professional, technical, and administrative personnel, material, equipment and facilities, not otherwise provided by the Government under the terms of this contract, as needed to perform the tasks set forth below."

The Statement of Work will describe each step that the contractor shall perform **after award of the contract**, including: the tasks that shall be performed to carry out the research projects/activities; how these tasks will be accomplished; and the time frame within which each task will be accomplished. Describe the work related to each task and describe the tasks in the sequence in which they will be carried out. The Statement of Work must also include a description of all items to be delivered to the Government during performance of the contract.

SECTION 2: CENTER PROGRAM OVERVIEW (suggested page length – 4 pages total)

Provide a brief description of the proposed Center Program, including:

a) A 1-2 sentence summary stating: the scope of proposed research activities included in the proposal and, if applicable, any additional components proposed; the titles of each proposed research project; and an organizational chart including personnel for the Offeror and any proposed subcontractors;

b) The research projects to be undertaken by the Offeror and any proposed subcontractors, including the contribution of each to the Center Program;

c) A synopsis of the proposed Training/Career Development Program;

d) A list of key personnel of the Offeror and any proposed subcontractors with degrees, titles, institutional affiliation, and role within the Center;

e) The facilities and other resources to be made available by the Offeror and any proposed subcontractors;

f) If applicable, a synopsis of the proposed Pilot Research Program; and

g) If applicable, a synopsis of proposed surveillance capacity building activities, including surveillance sites, collaborations to be developed, recruitment and training of scientific and technical staff, available laboratory facilities, and equipment needed.

Offerors for Research Area 2 may incorporate the additional components for both the Pilot Research Program and Animal Influenza Surveillance Capacity Building.

SECTION 3: RESEARCH PLAN (suggested page length – 15 pages for <u>each</u> proposed research project)

All proposals for Research Area 2 must include a minimum of three (3) and a maximum of five (5) proposed research projects. At least one research project must address Part A of Research Area 2 - determination of the molecular, ecologic and/or environmental factors that influence the evolution,

emergence, transmission and pathogenicity of influenza viruses. At least one project must address Part B of Research Area 2 - characterization of the immune response to influenza infection and/or vaccination to improve understanding of the immune correlates of protection and cross-protection.

Provide a detailed plan for the design and conduct of each proposed research project, including: the scientific and technical methods, approaches and technologies to be utilized; statistical analysis plans; the anticipated contributions of each proposed research project to achieving the goals of the Center Program; and anticipated problems/obstacles to achieving the aims of the research projects and proposed approaches to overcome them.

Studies Using Human Samples – Offerors for Research Area 2 have the option to propose studies using human samples. Proposed studies involving the collection and evaluation of human samples must include:

(i) a synopsis of the clinical study through which human samples will be obtained;
(ii) a copy of the consent form for the clinical study through which human samples will be obtained;
(iii) a written agreement between the Offeror and the Principal Investigator of the clinical study through which clinical specimens will be obtained outlining:
- the nature of the human specimens and the manner of collection and access;
- the timing and manner of access to data produced by the clinical study, including procedures to maintain confidentiality; and
- ownership, analysis and release of data resulting from the proposed studies;

(iv) where appropriate, documentation of data and safety monitoring procedures for the clinical study.

Contractors shall be required to adhere to the NIAID clinical terms of award for all funded studies involving the collection and evaluation of human clinical specimens (see http://www.niaid.nih.gov/ncn/pdf/clinterm.pdf).

SECTION 4: DATA MANAGEMENT AND QUALITY ASSURANCE (suggested page length – 5 pages)

Provide a plan for the management of all data resulting from the Center's activities, including validation, storage, retrieval, confidentiality and transmission.

SECTION 5: CONTRIBUTIONS TO THE NIAID PANDEMIC PUBLIC HEALTH RESEARCH RESPONSE PLAN (suggested page length – 3 pages total)

Provide a brief description of potential activities/research that could be undertaken in the event of an urgent public health emergency involving the emergence and rapid spread of an influenza pandemic in humans, including the provision of scientific and technical expertise to the Government.

SECTION 6: TRAINING/CAREER DEVELOPMENT PROGRAM (suggested page length – 5-10 pages total)

Provide a plan for the design, development and implementation of the Center's Training/Career Development Program. The plan must: (i) include a minimum of two career development projects as an integral part of the Center's activities; (ii) identify the types of individuals to receive training (e.g., advanced post-doctoral candidates, junior faculty, established investigators, graduate students, etc.); (iii) describe the policies, processes and criteria for recruiting and selecting candidates and monitoring their progress; and (iv) describe plans for following the impact of the training on the careers of the participating trainees.

SECTION 7: CENTER PROGRAM ORGANIZATION AND MANAGEMENT PLAN
(suggested page length – 5 pages total)

a) Provide a plan for the organization and staffing of the Center, including delineation of clear lines of authority and responsibility for all proposed activities.

b) Provide a plan for managing, coordinating and overseeing the entire range of Center activities; monitoring progress; and ensuring the effective and efficient implementation and conduct of all proposed activities.

SECTION 8: PERSONNEL (limit CVs to 2-3 pages)

Document the training, expertise, related experience, leadership skills and availability of key personnel with scientific, technical and managerial competence pathogenesis and host response research. Describe ongoing and completed projects of a similar nature. Documentation of personnel qualifications must be provided for the Offeror and any proposed subcontractors. Documentation supporting the expertise and related experience may include a list of up to five (5) publications relevant to the proposed Center program for the Principal Investigator and lead investigators for any proposed subcontracts.

SECTION 9: CENTER FACILITIES AND RESOURCES (suggested page length – 10 pages total)

a) Facilities and Resources: Provide a description of the facilities and other scientific/technical resources to be made available for the proposed activities of the Center by the Offeror and any proposed subcontractors, and how they will be utilized to support the conduct of the proposed activities.

b) Biocontainment Plan: If applicable, the Technical Proposal must provide a Biocontainment Plan that addresses the appropriate level of biosafety for working with avian influenza viruses and genetically modified or reassortant viruses, and documents the availability of suitable biocontainment facilities, equipment and safety procedures for the conduct of the proposed work. A copy of the current interim CDC/NIH DRAFT guidelines in the *Biosafety in Microbiology and Biomedical Laboratories, 5th edition* is available at: .http://www.cdc.gov/flu/h2n2bsl3.htm

TECHNICAL PROPOSAL INSTRUCTIONS FOR ADDITIONAL COMPONENTS

SECTION 10: RESEARCH AREAS 1 AND 2-ADDITIONAL COMPONENT: PILOT RESEARCH PROGRAM (suggested page length-10 pages total)

Offerors submitting proposals for Research Areas 1 alone and 2 alone and Research Areas 1 and 2 have the option of proposing a Pilot Research Program. Technical Proposals incorporating this additional component must describe up to two (2) pilot research projects for innovative, high risk concepts relating to influenza surveillance and/or pathogenesis and host response research. Offerors must include the specific aims of the project(s), their significance, the approach, and the contribution of the project(s) to achieving the overall goals of the Center.

SECTION 11: RESEARCH AREA 2 – ADDITIONAL COMPONENT: ANIMAL INFLUENZA SURVEILLANCE CAPACITY BUILDING (suggested page length – 10 pages total)

Offerors submitting proposals for Research Area 2 have the option of proposing an animal surveillance capacity building component in order to develop the expertise, resources and collaborations necessary for the actual conduct of prospective animal influenza surveillance in international and/or domestic settings. Technical Proposals incorporating an animal influenza capacity building component must provide a detailed plan describing the following:

a) A description of the surveillance sites and activities, and plans for the development of appropriate collaborations;
b) The number and type of scientific and technical staff required;
c) Plans for the recruitment of scientific and technical staff;
d) Plans for the training of scientific and technical staff;
e) Plans for establishing laboratory capability for the rapid analysis, characterization and distribution of influenza viruses from animals; and
f) Milestones and a timeline for the establishment and implementation of the program.

- END OF APPENDIX A -

ATTACHMENT (B) to AMENDMENT #3 to BAA NIH-NIAID-DMID-07-20

PACKAGING AND DELIVERY OF THE PROPOSAL

PAPER SUBMISSION: The paper copy is the official copy for recording timely receipt of proposals.

SUBMISSION OF PROPOSALS BY FACSIMILE IS NOT ACCEPTABLE.

Offerors must provide written confirmation with their proposal(s) that the CD-Rom PDF versions of their proposal(s) are identical to the original and all copies provided.

A. EXTERNAL PACKAGE MARKING:

In addition to the address cited below, mark each package as follows:

"**BAA NIH-NIAID-DMID-07-20 -- TO BE OPENED BY AUTHORIZED GOVERNMENT PERSONNEL ONLY**"

B. PAPER COPIES and CD-Rom to:

If Hand Delivery or Express Service	**If using U.S. Postal Service**
Carl A. Newman Contracting Officer Office of Acquisitions, DEA, NIAID, NIH 6700-B Rockledge Drive, Room 3214 Bethesda, Maryland 20817	Carl A. Newman Contracting Officer Office of Acquisitions, DEA, NIAID, NIH 6700-B Rockledge Drive, Room 3214, MSC 7612 Bethesda, Maryland 20892-7612

NOTE: All material sent to this office by Federal Express should be sent to the Hand Carried Address.

NOTE: The U.S. Postal Service's "Express Mail" does not deliver to the hand delivered (20817 zip code) address. Any package sent to this address via this service will be held at a local post office for pick-up. THE GOVERNMENT IS NOT RESPONSIBLE FOR PICKING UP ANY MAIL AT A LOCAL POST OFFICE. If a proposal is not received at the place, date, and time specified herein, it will be considered a "late proposal," in accordance with HHSAR 352.215-70, Late Proposals and Revisions (NOV 1986).

C. NUMBER OF COPIES:

TECHNICAL PROPOSAL PAGE LIMITS (see table below).

PAGES THAT ARE 2-SIDED WILL BE COUNTED AS 2 PAGES.

TOTAL PAGE COUNT DOES NOT INCLUDE:

1 Cover Page and 1 Back Page; 1 Table of Contents Page; References; or any Section Dividers that do not contain information other than title of Section.

PAGES IN EXCESS OF THIS LIMITATION WILL BE REMOVED FROM THE PROPOSAL AND WILL NOT BE PROVIDED TO THE REVIEWERS TO BE READ OR EVALUATED.

The numbers of copies required of each part of your proposal are as specified below.

ATTACHMENT (B) to AMENDMENT #3 to BAA NIH-NIAID-DMID-07-20

Document	Number of Copies	Page Limits
Technical Proposal	**PAPER** One (1) unbound SIGNED ORIGINAL. Fifteen (15) COPIES **ELECTRONIC FILES ON CD** Thirty (30) Compact Disks containing an identical electronic copy of the Technical Proposal including any attachments in a Portable Document Format (PDF) [NOTE: 1 file on each disk.]	The maximum number of pages, including the appendices and additional components, excluding references, are: 170 Pages for Research Area 1 for the entire technical proposal; 210 Pages for Research Area 2 for the entire technical proposal; or 360 Pages for a Combined Research Area 1 and 2 proposal (for the entire technical proposal).
Business Proposal	**PAPER** One (1) unbound SIGNED ORIGINAL. Two (2) bound COPIES **ELECTRONIC FILES ON CD** Two (2) Compact Disks containing an electronic copy of the Business Proposal including any attachments in a Portable Document Form (PDF).	N/A
Breakdown of Proposed Estimated Cost	This Attachment should be submitted also as a separate Excel file on the Business Proposal Compact Disk.	N/A